

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, January 21, 2010, Tonkawa Campus

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

Absent: None

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 3:02 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. Dean Percy, Professor, Mass Communications; Director, Campus Radio Station KAYE.
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, December 10, 2009 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.** Regents Keith James and Lynn Smith attended the NOC Foundation retreat and both Regents mentioned that it was very, very informational with a wide variation from the business world and gave some very good ideas. Regent James and Regent Smith agreed that David Myers was an excellent community leader and speaker. Regent Linda Brown asked Ms. Snyder for the Foundation Board names.
6. **Recognition of exemplary program(s).** Mr. Dean Percy, Professor, Mass Communications; Director, Campus Radio Station KAYE, gave a brief history of NOC's Mass Communication Degree. Mr. Percy mentioned how NOC started a radio club in the basement of Central Hall in the mid 1950's. Students put together a 1-hour show that they would broadcast on WBBZ once a week. This brought about enough interest that the college purchased an AM transmitter and established 710AM KMAV on the third floor of Central Hall. This gave Northern the distinction of being the ONLY junior college in the state to have a radio station. In February 1975, KMAV left the air and in the spring of 1976, KAYE-FM began broadcasting in stereo at a whopping 10-mile broadcast radius. In 1985, Lori Webb received the prestigious Radio Club of America Scholarship and NOC became the first institution in Oklahoma to receive the award. In 1988, Northern was a founding institution of the Oklahoma Broadcast Education Association (OBEA) and remains an active member. Today, Northern's Mass Communication students broadcasts reach approximately 40-50 miles and globally around the world. The students broadcast all home games for the NOC Mavericks and Lady Mavericks basketball teams and all Tonkawa Buccaneer football games. Mr. Percy is active with the Cimarron Council of the Boy Scouts of America and has instructed approximately 200 Boy Scouts with their Radio Merit Badge.
7. **Executive staff reports**
 - A. M

**NORTHERN OKLAHOMA COLLEGE
BOARD OF REGENTS
AGENDA**

Monday, February 22, 2010, 12:00 p.m.
Northern Oklahoma College, Tonkawa
Chair Lynn Smith Presiding

Announcement of filing of meeting notice and posting of the agenda in accordance with the Open Meeting Act.

1. **Call to order.** Roll call and announcement of quorum
2. **Introduction of visitors and guests.**
3. **Northern Oklahoma College Mission Statement (recite together)**

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. **Minutes of previous meeting:** Vote to approve minutes of the Thursday, January 21, 2010 meeting.

INFORMATION TO BOARD

5. **Regents' report.**
6. **Recognition of Exemplary Program(s).** Mr. Ken Crowder, Professor, Photography.
7. **Leadership Team reports:**
 - a. Ms. Judy Colwell, Vice President for Academic Affairs
 - b. Dr. Ed Vineyard, Vice President for Enid Campus
 - c. Ms. Debbie Quirey, Associate Vice President of Stillwater Campus
 - d. Ms. Anita Simpson, Vice President for Financial Affairs
 - e. Dr. Rick Edgington, Associate Vice President of Enrollment Management; Registrar
 - f. Ms. Sheri Snyder, Vice President for Development and Community Relations
 - g. Mr. Michael Machia, Director for Information & Instructional Technology
 - h. Mr. Larry Dye, Associate Vice President of Physical Operations
8. **President's report.**
9. **Other reports.**

s. Judy Colwell, Vice President for Academic Affairs, presented attachment #4. In addition to the attached report, Ms. Colwell mentioned the activities that occurred on Martin Luther King Day. Ms. Colwell

advised that DMI did the posters, the Wesley Foundation donated the tee shirts and they ran short because they planned for 75 participants but 90 showed up. The President's Leadership Council (PLC) students and Students Against Destructive Driving (SADD) group participated in the program that included the history of the civil rights movement and Martin Luther King and a day of service. They received \$500 In-Kind Grant along with In-Kind donations, they bought books, visited 20 elementary classrooms, read the books to the students, and then donated the books to their library. The students visited the Wheathart Nutrition Center and the Depot. They were dropped off uptown and walked back to campus picking up trash along the way. The Agricultural contest was held here at Northern yesterday, Wednesday, January 20, with about 500 high school and 4-H students in attendance.

- B. Dr. Edwin Vineyard, Vice President for the Enid Campus, presented attachment #6. In addition to the attached report, Dr. Vineyard announced that the Enid Women's Basketball team is undefeated and they have moved from 12th in the nation to 9th place. Dr. Vineyard stated that all 65 trees NOC received through a grant have been planted and the water sprinkler system has been installed. Dr. Vineyard announced that Senator Jim Inhoff will be the speaker at the Ambucs luncheon tomorrow, Friday, January 22, at noon.
 - C. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, presented attachment #5. In addition to the attached report, Ms. Quirey commented on the SMART initiative and she says this can make a huge impact on Enid and Tonkawa. She mentioned that the goal of this initiative is to encourage single moms to return to school and complete degrees in order to improve their quality of life in Oklahoma. Ms. Quirey stated that Langston University has housing on campus for single mothers with children. Regent Lynn Smith asked Dr. Rick Edgington if he would take a look at Northern's single mother statistics.
 - D. Ms. Anita Simpson, Vice President for Financial Affairs, presented attachment #2. In addition to the attached report, Ms. Simpson noted that the dorm report she handed out shows the amount of money spent on the dorms. She mentioned that the 1098T's will be posted online for student tax returns, the W2's, and 1099's for employees will be sent the end of January.
 - E. Dr. Rick Edgington, Associate Vice President of Enrollment Management, presented attachment #9. In addition to the attached report, Dr. Edgington presented a Spring 2010 Preliminary Enrollment Report.
 - F. Ms. Sheri Snyder, Vice President for Development and Community Relations, presented attachment #3. In addition to the attached report, Ms. Snyder thanked everyone for their participation in the Foundation retreat. She stated that the NOC Foundation set a goal to raise \$400,000.00 for this year. She further mentioned that they will be launching a Capitol Campaign for dormitories.
 - G. Mr. Mike Machia, Director of Information and Instructional Technology, presented attachment #7. Mr. Machia announced that Dustin Ward resigned and his last day will be January 22, 2010. Mr. Machia announced that Dustin will be replaced with an internal part-time employee, Trenton Leslie.
 - H. Mr. Larry Dye, Associate Vice President of Physical Operations, presented attachment #8. Mr. Dye stated that last week, we had some frozen broken water lines in the President's house and his crew is working hard to get that back in order. Mr. Dye mentioned that he received an e-mail from the Governor stating that he signed a No Text Bill that no texting is allowed while driving a state vehicle. Regent Lynn Smith asked Dr. Roger Stacy to draft a letter regarding cell phone texting while driving a school owned vehicle.
8. **President's report.** Dr. Roger Stacy presented attachment #1. In addition to the attached report, Dr. Stacy stated that Tonkawa is one of three towns in Oklahoma that is being considered for a mural. Altus and Durant, OK are the other two towns being considered. Dr. Stacy mentioned that the Nursing Department, Stillwater, is still looking for more square footage. One building being looked at is the vacated AT&T building. Dr. Stacy announced that Carl and Carolyn Renfro will give our Northern and University Center graduates a special leather bound Oklahoma book. Dr. Stacy advised that Northern has the potential to teach math classes at the James Crabtree Correctional Institution at Helena. Dr. Stacy stated that the Budget Committee met yesterday, January 20, 2010 and they went over the budget line by line.
 9. **Other reports.** None given.
 10. **Academic Service Fees.** Ms. Simpson presented a request to approve the Academic Service Fees. Regent Linda Brown stated that she feels like all activity uniforms should be paid for by the school as they do the sports, etc. Regent Jesse Mendez has an exception to the Roustabouts. On the motion of Regent Mendez, and seconded by Regent Brown, the Regents approved the Academic Service Fees, with exception to the Roustabouts. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.

11. **Surplus Property.** Ms. Simpson presented a request to surplus some property on the Tonkawa and Enid Campuses. On the motion of Regent Brown and seconded by Regent J. Smith, the Regents approved to surplus some property on the Tonkawa and Enid Campus. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
12. **Forty For Forty Make a Difference Program.** Ms. Snyder presented a request to approve the Forty For Forty Make a Difference Program. On the motion of Regent Mendez as seconded by Regent James, the Regents approved the Forty For Forty Make a Difference Program. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
13. **Employee Recognition Program.** Ms. Simpson presented a request to approve the Employee Recognition Program. On the motion of Regent Brown as seconded by Regent James, the Regents approved the Employee Recognition Program. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
14. **Concurrent Enrollment Program.** Ms. Simpson presented a request to modify the Concurrent Enrollment Program to be in alignment with the Oklahoma State Regents policy for the resident tuition waiver for high school seniors. On the motion of Regent James, as seconded by Regent Brown, four of the five Regents approved the request. Voting aye were Regents Brown, James, J. Smith and L. Smith. Abstaining was Regent Mendez.
15. **Credit Card Convenience Fees.** Ms. Simpson presented a request for approval of the assessment of credit card convenience fees to credit card users. It was requested to assess a 2.75% fee to credit card users beginning March 1, 2010. On the motion of Regent Brown as seconded by Regent J. Smith, the Regents approved the Credit Card Convenience Fees with exception to the 2.75% fee. The Regents approved an equivalent fee will be added to all credit card payments (MasterCard or Discover). Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
16. **Master Lease Real Property Program.** Ms. Simpson presented a request to participate in the Master Lease Real Property Program. On the motion of Regent James, as seconded by Regent Brown, the Regents approved participating in the Master Lease Real Property Program by asking for \$3,000,000.00. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
17. **Monthly Financial Report.** Ms. Simpson presented the December 2009, monthly financial report for approval. On the motion of Regent Brown as seconded by Regent Mendez, the Regents approved the December 2009, monthly report. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
18. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were Chiller Repair-Wilkin, *Ward's Air Conditioning Inc.*, \$9,260.00, emergency; Wireless Access Equipment (Modules) - Enid Dorms, *CMS Communications Inc.*, \$5,800.00; Wireless Access Equipment (Power Injectors) - Enid Dorms, *CMS Communications Inc.*, \$8,800.00. Purchases of \$10,000.00 or more were for External Auditing Services, *Cole and Reed PC*, \$20,940.00, sole source; Networking Equipment - Zollars Building, *Agilysys*, \$30,622.00. On the motion of Regent James as seconded by Regent J. Smith, the Regents approved the monthly purchases. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
19. **Section 13 600-650 allocation request for various projects.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$467,500.00 for various projects: Instruction: Furniture & Equipment, \$5,000.00; Instruction: Furniture & Equipment-Enid, \$5,000.00; Repair of Educational Facilities, \$10,000.00; Renovation of Enid Campus, \$300,000.00; Master Lease Debt Service, \$7,500.00; Master Lease Debt Service-Enid, \$7,500.00; Dorm: Furniture & Equipment-Enid, \$115,000.00; Physical Plant & Equipment, \$10,000.00; Campus Dining Facilities-Enid, \$2,500.00; Computers & Networking, \$5,000.00. On the motion of Regent Mendez as seconded by Regent Brown, the Regents approved the Section 13 600-650 allocations. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
20. **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”.
21. **Items for next agenda.** Tour Threlkeld and Easterling Residential Halls.
22. **Announcement of next scheduled meeting: Monday, February 22, 2010, 12:00 p.m., Tonkawa Campus.** A light lunch will be served in the Board of Regents Conference room at 12:00p.m.
23. **Adjournment.** On the motion of Regent Brown as seconded by Regent Mendez, the Regents voted to adjourn.

Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith. Chair Lynn Smith announced the meeting adjourned at 5:55 p.m.

CHAIR

VICE-CHAIR

SECRETARY

MEMBER

MEMBER