

## Minutes

### SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING January 25, 2007

#### I. Call to Order

The Seminole State College Board of Regent's regular monthly meeting was called to order at 1:30 p.m. in the Enoch Kelly Haney Center Board Room.

#### II. Roll Call of Members

Roll call was conducted. Regent Jon Flowers was absent.

#### III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to members of the Math, Science and Engineering Division: Paula Rutledge, Division Chair; Beverly Williams, Biological Science Instructor; Larry Birdwell, Math/Science Instructor; and Richard Walcott, Math/Science/Engineering Instructor. Special recognition was also given to Marta Osby, Faculty Senate President-Elect; and Rusty Beene, Athletic Director.

#### IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held December 14, 2006, Regent Donaho made a motion to approve the minutes as written and Regent Harrison seconded the motion. This motion was approved unanimously.

#### V. Communications to the Board

**Financial Report** – Ms. Katherine Benton, Vice President for Fiscal Affairs presented a review of the College's revenue and expenses through December 31, 2006. President Utterback discussed the removal of the check register from the monthly financial report given to the Regents and presented as part of the Board packets; and expressed concerns about student information privacy violations by disclosing this information. Regent Nansel made a motion to approve the Financial Report as presented and Regent Miller seconded the motion. This motion was approved unanimously.

**Report of Purchases over \$15,000** – None

#### VI. Hearing of Delegations

None

**VII. President's Report**

President Utterback discussed items under the President's Report and the Business portion of the agenda by utilizing a PowerPoint presentation. (See enclosed copy of the PowerPoint presentation)

Electronic Delivery of Board Packets – President Utterback updated the Board on the progress of electronic delivery of Board packets.

SSC Educational Foundation Holiday Event – President Utterback updated the Board on the SSC Educational Foundation Holiday Event. President Utterback informed the Board that the SSC Educational Foundation Holiday Event held on December 15, 2006 was a success. Attendance was good and over \$11,000 was raised for the Foundation.

Winter Summit – Long-Range Institutional Planning– President Utterback told the Board that the College recently had a “Winter Summit” – Long Range Institutional Planning event. This event was attended by faculty, staff and administrators. President Utterback shared the topics covered by this group.

Higher Ed Day at the Capitol – President Utterback announced that “Higher Ed Day at the Capitol” has been scheduled for Wednesday, February 27, 2007.

Counselor/Administrator Workshop – President Utterback informed the Regents that there will be a Counselor/Administrator Workshop on Thursday, February 1, 2007 in the Haney Center. Frosty Troy is the guest speaker. He invited all to attend.

Trojan Baseball Kick-off Banquet – President Utterback informed the Board of the Trojan Baseball Kick-Off Banquet on February 3, 2007 in the Haney Center. He stated that the guest speaker will be Lloyd Simmons. He invited all to attend.

Summer Academies Funding – President Utterback presented the Board with information about the renewal of the Summer Youth Academies. The “Forensics and Evidence” and “Peek into Engineering (PIE)” programs are funded through the Oklahoma State Regents for Higher Education.

Update on Construction Manager Contracts – President Utterback updated the Board on the construction manager contracts. He stated that he has not entered into any contracts to date. Estimates are high and he stated that he is still working on figures for these projects.

2006 Accomplishments – President Utterback presented the Board with the 2006 Accomplishments document. He stated that this document reflects accomplishments across campus that all faculty, staff and administration have jointly achieved. He also presented an update on the goals for 2006 and presented goals for the coming year.

#### **VIII. Business**

**Approval of Recommendation to Increase Room and Board Rates**– President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs recommending approval of an increase in the room and board rates effective Fall 2007. The current room and board rate of \$2470 per semester for the Roesler Residential Learning Center will increase to \$2730 per semester. President Utterback also presented information to the Regents about room and board rates of sister institutions. This increase will help defer costs to support the new residence hall. President Utterback recommended approval of this increase. Regent Donaho made a motion to approve the increase in room and board rates as presented and Regent Miller seconded this motion. This motion was approved unanimously.

**Approval of Recommendation to Increase the Student Service Fee** – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs recommending approval of an increase of \$1 per credit hour in the Student Service Fee and a letter of support from Student Government President, Rachel Molleur. President Utterback presented information about the tuition and fee amounts at sister institutions. Regent Harrison made a motion to approve the increase to the Student Service Fee by \$1 and Regent Nansel seconded this motion. This motion was approved unanimously.

**Approval of Recommendation to Increase the Technology Fee** – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs recommending approval of a \$1 per credit hour increase in the Technology Fee and a letter of support from Student Government President, Rachel Molleur. The increase in this fee will assist the College in updating technology equipment for students. Regent Miller made a motion to approve the increase to the Technology Fee by \$1 and Regent Nansel seconded this motion. This motion was approved unanimously.

**Approval of Recommendation to Increase the Infrastructure Fee** – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs recommending approval of a \$1 per credit hour increase in the Infrastructure Fee and a letter of support from Student Government President, Rachel Molleur. This fee will help offset costs to improve campus facilities. Regent Donaho made a motion to approve the increase to the Infrastructure Fee by \$1 and Regent Harrison seconded this motion. This motion was approved unanimously.

**Consideration of Terms of Employment of Dr. James W. Utterback as President of Seminole State College** – Chairman David Wilson made a recommendation to enter into executive session to discuss the terms of employment of Dr. James W. Utterback as President of Seminole State College. Regent Donaho made a motion to enter into executive session and Regent Harrison seconded this motion. This motion was approved unanimously.

Regent Huser made a motion to enter into open session and Regent Nansel seconded this motion. This motion was approved unanimously.

Chairman Wilson recommended tabling this item until the Compensation Committee, consisting of Regents Wilson, Huser and Flowers, is able to meet again to review additional information and conclude their discussion of the terms of employment of the President of Seminole State College. This item was tabled until the February 14, 2007 meeting of the SSC Board of Regents. Regent Huser stated that there is no question about the desire to rehire the President. Regent Nansel and Regent Wilson extended their compliments to the President and his staff on their accomplishments at the College.

**X. Consent Agenda**

Regents were presented information concerning items on the Consent Agenda. President Utterback recommended approval of these items. Regent Harrison made a motion to approve the Consent Agenda items and Regent Miller seconded the motion. This motion passed.

The Consent Agenda was as follows:

1. Acceptance of the Associate in Science for Health Related Degree Program Review
2. Acceptance of the Associate in Arts for General Studies Degree Program Review
3. Acceptance of the Academic Calendar for 2007-2008

**XI. Adjournment**

There being no further business or discussion Regent Donaho made a motion to adjourn and Regent Harrison seconded this motion. This motion was approved unanimously.

The meeting was adjourned at 3:15 p.m.