

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING February 14, 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. All Regents were present.

III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to members of the Social Sciences Division: Pam Koenig, Division Chair; Marta Osby, Assistant Division Chair/Government Instructor; Kendall Rogers, Psychology Instructor; Carlene Armour, Divisional Secretary; Diana Lynd, Child Development Coordinator/Instructor; Bill Knowles, COPS Coordinator/Government Instructor and Steve Bolin, History Instructor. Special recognition was also given to Tracy Jacomo, Faculty Senate President; Kristina McSweeney, Assistant Softball Coach; Marc Dicus, Softball Coach; Erin Pick, Volleyball Coach; Rita Story-Schell, Women's Basketball Coach and Rusty Beene, Athletic Director.

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held January 25, 2007, Regent Flowers made a motion to approve the minutes as written and Regent Nansel 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 January 31, 2007. 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. The Board members agreed to remove the check register from future financial reports. Regent Huser made a motion to approve the Financial Report as presented and Regent Nansel seconded the motion. This motion was approved unanimously.

Report of Purchases over \$15,000 – *Von Holtzbrick Publishing Service - \$17,471.00*
– *Textbook Purchases*

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)

Personnel Update – President Utterback updated the Board on several personnel changes. Tracy Lucas has transferred to Coordinator of Recruitment and Campus Activities. Danna Riffle, Director of Bookstore Operations has resigned to accept a position at BancFirst. Shannon Webb Denniston, Coordinator of Media Relations has resigned.

Seminole "Citizen of the Year" – President Utterback informed the Regents that SSC Foundation Trustee, former Foundation Chair and Alumni Hall of Fame Inductee, Bob Swearingen was selected as the Seminole Chamber of Commerce "Citizen of the Year."

Campus Activities– President Utterback informed the Board about several campus activities. Cynthia Yerby, SSC Counselor was selected as the keynote speaker for the Seminole Tribe of Florida's Annual Hall of Fame Banquet on February 6th in Hollywood, Florida. Perthena Latchaw, MLT Program Director has been selected to serve as a member of the Board of Governors for the American Society for Clinical Pathology. The Trojan Baseball Kick-Off Banquet was held on February 3rd and was a huge success. Sarah Rooney, SSC Nigh Scholarship Recipient attended the annual Nigh Leadership Institute at the State Capitol. Seminole State College participated in "College Goal Sunday" activities on February 11th; the Counselor/Administrator Workshop was held on February 14th. SSC representatives will visit the State Capitol on February 27th for Higher Ed Day at the Capitol. Finally, the President updated the Board on the records of the SSC Basketball teams and informed them that the NJCAA Region II Tournament will be held March 8-11 at Oklahoma Baptist University in Shawnee.

Update on Capital Bond Projects – President Utterback updated the Board on the progress of the Capital Bond projects. He informed the Board that the residence hall construction project is 30 days behind schedule. Boldt has assured the College that they have a plan to catch up when the weather gets better.

President Utterback presented the Board members with a letter from SSC Board attorney Ed Cadenhead and a copy of the construction estimates for the maintenance building project and the Title IX projects. He stated that these estimates are much higher than the costs originally budgeted for these projects. President Utterback stated that he consulted with Mr. Cadenhead about the legalities of SSC being their own

general contractor to save funds. Mr. Cadenhead's letter states, "Seminole State College may act as its own general contractor on a \$350,000 public improvement project. Any individual contracts for amounts in excess of \$50,000 shall still be subject to the competitive bidding act." President Utterback expressed support of this idea because of the cost savings. The President told the Board about plans to hire Phil Pennington for the Wellness Project and Tom Kania, CBT Steel Erectors for the Maintenance Building Project. The President stated that College personnel would also be utilized for some of the construction.

VIII. Business

Tabling of the Tanner Hall Renovation Design Action Item– President Utterback presented the Board with a proposed Tanner Hall renovation design but recommended tabling this item until further discussions and changes to the design are made. Since the posting of the agenda, the architects for the project presented several new options to members of the campus building committee. President Utterback recommended that the Board table approval of the design until the new options are thoroughly explored. Regent Donaho made a motion to table this item and Regent Huser 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.

Following the Executive Session, Regent Huser made a motion to enter into open session and Regent Miller seconded this motion. This motion was approved unanimously.

Regent Flowers made a motion to increase President Utterback's compensation package by 6% and approve the retirement proposal as discussed in executive session. Regent Donaho seconded this motion. This motion was approved unanimously.

President Utterback informed the Board that he is honored to be President of Seminole State College and commended the Board, faculty and staff for their support during his tenure.

Regent Wilson told President Utterback that he is thankful for his leadership over the last ten years.

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 Collegiate Assessment of Academic Proficiency (CAAP) Report
2. Consider acceptance of a modification of the Associate in Applied Science in Applied Technology degree and Cooperative Agreement/Cooperative Alliance with Gordon Cooper Technology Center to include the Professional Diesel Technology Option
3. Consideration of a modification of the Associate in Applied Science in Applied Technology degree and Cooperative Alliance with Gordon Cooper Technology Center to include the Heating, Air Conditioning and Refrigeration Technology Option

XI. Adjournment

There being no further business or discussion the meeting was adjourned at 4:48 p.m.

David Wilson, Chair