

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING June 21, 2012

I. Call to Order

The Seminole State College Board of Regents' 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. Regents present were Ervin, Donaho, Miller, Adams, Wilson and Bradford.

III. Introduction of Guests

President Utterback introduced visitors, administrators and staff present at the meeting. Special recognition was given to Mona Ridley, Faculty Senate President.

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held May 15, 2012. Regent Wilson made a motion to approve the minutes as written and Regent Miller 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 May 31, 2012. Regent Bradford made a motion to approve the Financial Report as presented and Regent Miller seconded the motion. This motion was approved unanimously.

- *Report on Purchases over \$15,000*

➤ *May - \$16,740 – Labor to lay tile in the Tanner Hall Science Labs*

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 items. Dawna Hamm has been named Chair of the Business Division and Malinda Browning has been appointed as the Director of the MLT program. Resignations were received from: Emma Speer, NASNTI Student Specialist; Terrie Kiker, Assistant Professor of Nursing; Kristina McSweeney, Head Softball Coach; and Charlie Duval, Assistant Softball Coach. New hires were: Lloyd Simmons, Head Baseball Coach; Sadiia Jones, GEAR UP Parent/Community Coordinator; Lisa Clement, GEAR UP Technology Specialist; Amber Flores, Head Softball Coach; and Cole Gordon, Assistant Baseball Coach.

Campus Events – President Utterback told the Board members about several campus activities since the May Board meeting. These were: commencement, May 11th; English Faculty published their works in the *Sugar Mule Literary Magazine*; funding for TANF has been renewed in the amount of \$247,544 and the Scholars for Excellence in Child Care program has been re-funded in the amount of \$84,990.

VIII. Business

Review and Consider Approval of Tuition Increase – President Utterback presented the Board with information about a proposed tuition increase, a memo from Vice President Katherine Benton about the increase and a letter of support from the Student Government Association President Lynette Gomez. Regent Marilyn Bradford said she appreciated the College's efforts to keep the increase as low as possible, but she was disappointed that the Regents were faced with having to raise tuition. President Utterback recommended approval of the tuition increase. Regent Miller made a motion to approve the tuition increase as written and Regent Wilson seconded this motion. This motion was approved unanimously.

Review and Consider Approval of Student ID Fee – President Utterback presented the Board with information about a proposed Student ID Fee. The Board then approved the establishment of a Student ID fee of \$20 to help cover the cost of the new ID/Debit Card program. This fee will be a one-time charge for students. The ID will be good for three years. Regent Wilson made a motion to approve the implementation of a Student ID Fee as presented. Regent Ervin seconded this motion. This motion was approved unanimously.

Review and Consider Approval of the Educational and General Budget for FY2013 – President Utterback presented the Board with a copy of materials for the FY 2012-2013 budget for review. President Utterback highlighted several aspects of this year's budget. President Utterback also shared information about appropriations history, revenue history, expenditure history and expenditures by function and object. President Utterback commended Katherine Benton on a stellar job of conserving funds and stretching resources to balance the budget over

the coming year. President Utterback recommended approval of the FY2013 Education and General Budget. Regent Bradford made a motion to accept the budget as presented and Regent Miller seconded this motion. This motion was approved unanimously.

Acceptance of Donations from the Seminole State College Educational Foundation –

President Utterback presented information about campus projects funded through the Seminole State College Educational Foundation that are being donated to the College. These include the campus gazebo, Trojan statue, pond dam, water well and irrigation system, and other improvements to the pond and park area valued at approximately \$124,000. The transfer of these items allows insurance and maintenance to be covered by the College. Regent Wilson made a motion to accept these donations from the Seminole State College Educational Foundation and Regent Ervin seconded this motion. This motion was approved unanimously.

IX. Consent Agenda

Regents were presented information concerning items on the Consent Agenda. President Utterback recommended approval of this Consent Agenda. Regent Miller made a motion to approve the Consent Agenda items and Regent Donaho seconded the motion. This motion was approved unanimously.

The Consent Agenda was as follows:

Approve Annual Contracts:

- Ed Cadenhead for Legal Services - \$250 Monthly Fee – plus hourly rate
- Campus America Software Maintenance Agreement - \$81,660.00
- Avaya, Inc. – for Telephone System Maintenance - \$31,563.00
- Oiler Park Lease - \$1.00
- Campus Cruiser for Online Course Service - \$31,260.00
- Athletic Insurance Coverage, Mutual of Omaha Insurance Company - \$91,910.00

X. Adjournment

There being no further business or discussion the meeting was adjourned at 2:36 p.m.

Marci Donaho, Chair