

# Seminole State College Board Regents Regular Meeting

June 23, 2015 – Enoch Kelly Haney Center Board Room

## President's Report

# Personnel Update



Lynette Gomez  
Math Instructor

## New Hires



Dara Campbell  
Assistant  
Professor/Recruiter

# Personnel Update

## Retirement



Tracy Jacomo,  
Associate Professor  
of Sociology

## Resignations



Dr. Matthew Allen,  
Assistant Professor  
of Life Sciences



Terry Copeland,  
GEAR UP Advisor

# 2014 - 2015 *Year-In-Review*

## Kids Camp 2014



Retirement Reception held July 3rd  
for Jeanie Nix, Becky Moreland, Mona Griffin  
and Janet Waddell



# Safe Room Funding Approved!





Regent Karen James recognized for her 11 years of service and leadership on the Rural Enterprises, Inc. Board of Directors.



## TRiO Summer Activities



Volunteering at the Regional Food Bank



Trip to Destin, Florida



Baylor University, Texas

GEARing UP to Drive...



SSC Student Becky Wilson  
Awarded Scholarship from  
Hospital Volunteers



Faculty members Dr. Linda Goeller and Annette Troglin, and Lynette Gomez travel to Nicaragua

Malinda Browning  
SSC Medical Laboratory Instructor

“2014 ASCP Regional Member  
Award for the South Central  
Region”





PLC VIII Orientation and Scavenger Hunt - August 16<sup>th</sup>





*Seminole State College*  
Ice Bucket Challenge  
September 5<sup>th</sup>





Theran Hernandez – Talent Search Advisor

Inducted into the Seminole High School  
Alumni Hall of Fame



Kendall Rogers  
Assistant Professor of Psychology

Yasmina Choate  
Assistant Professor of English

## Faculty Present at National Conference



## Medical Laboratory Technology Program Accreditation Visit



## President's Leadership Class visits Children's Hospital



# Oklahoma State Chamber DC Fly-In



# People, Purpose and Passion

## Classified Staff Attend OACC Training



## OACC Study Abroad Program



SSC Students Sierra O'Dell and Chris Marshall



## SSC Employees Honored at Seminole Chamber Forum



Robin Crawford  
Secretary – Athletics/Business  
Information Systems Division



Christal Stevenson  
Associate Professor of  
Psychology/English  
Instructor

## Long-time Nursing Instructor Dr. Jorge Neuhaus Retires



## SSC Tennis Champion



Trojan Guy Iradukunda wins  
the NJCAA National Singles  
Championship in  
South Carolina

**SEMINOLE STATE COLLEGE**  
invites you to join major sponsors  
THE CHICKASAW NATION, THE SEMINOLE NATION  
and  
DAN AND ANDREA BOREN  
at a  
**Historic  
Ground Breaking**  
of the  
DAN  
AND  
ANDREA BOREN CENTER  
WEDNESDAY  
OCTOBER 22, 2014  
10:30 a.m.

 Foundation Hall  
Inside the Enoch Kelly Haney Center  
SEMINOLE STATE COLLEGE  
2701 Boren Boulevard, Seminole, Oklahoma

## Downey Assumes Presidency at ACCT Leadership Congress in Chicago



## NASA Students Learn about Seminole Nation



## Shakespeare in the Park





## Trick-or-Treating at Seminole State College

## President's Leadership Class visits Homeland Corporate Headquarters



**Student Government  
Association President attended  
National SGA conference in  
Washington, DC**



Chris Marshall

**Hump Day at Seminole State College  
Wednesday, November 7th**



## Phi Theta Kappa Inducts New Members & Officers *Dr. Mills Speaks at Ceremony*



## SSC Medical Laboratory Technology Students Tour Chickasaw Nation Medical Center Lab



## NASNTI hosts Native November Event



## PLC Volunteers at the Regional Food Bank in Oklahoma City



## Student Government and Leadership Class Gather Food for Holiday Distribution



## 'SSC Night at the Lights' in Seminole *Holiday Crafts, 20 Gallons of Hot Chocolate & 400 Cookies!*



## SSC Dance Team Volunteers at Northwood Elementary School



## Staff Organizes Campus Adoption of 40 Salvation Army Angels



## SSC Athletes Wrapped over 700 Gifts for Seminole Rotary Dinner



## Finals Eve Breakfast



## President Utterback Invited to Participate in Forum on *Community Colleges and Minority Serving Institutions* in Washington, DC



## Seminole Chamber Honors SSC Personnel



Melissa Bryant  
Math Instructor



Sonja Sigman  
Financial Aid Clerk

## Senator Smalley Meets Student Leaders



## Fuel for Finals





Coffee with the President  
December 12th



SSC Educational Foundation Holiday Reception - December 15<sup>th</sup>  
*Raised Record Amount of Over \$35,000!!!*





SSC President Dr. Jim Utterback (right) and Northeastern State University Director of Community and Government Relations Jerry Cook (left) visit with U.S. Congressman James Lankford in Washington D.C.

### SSC Nursing Professor Simone Guthrie

Elected - Vice President of the Oklahoma City Black Nurses Association





Seminole State College Strategic Planning Session  
January 6<sup>th</sup>



PLC Student's Visit with  
**Lt. Governor Todd Lamb**  
January 13<sup>th</sup>

## Nursing Student Receives “Pink Ladies” Scholarship



## Administrators Attend High Performance Team Training in Washington, DC

**AA**  
**CC**  
AMERICAN  
ASSOCIATION OF  
COMMUNITY  
COLLEGES

High Performance  
Team Training



Seminole State College Supporters attend the  
Oklahoma State Regents' Legislative Briefing in Krebs



*Multi-Hazard Emergency Planning for Higher Education*  
**METRO TECH**



## Upward Bound Activities



*Field of Dreams...*



**SSC BASEBALL FACILITIES**

MA+ Architecture, L.L.C.  
14201 N. Classen Blvd, Suite 100N, Oklahoma City, OK 73118  
phone: 405.525.8806 fax: 405.525.8807 www.maplusarchitecture.com date: 01/14/15

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## SSC Trojan Baseball Kick-Off Banquet



## Mechell Downey attends the ACCT National Legislative Summit in Washington, D.C.



Second Lady Dr. Jill Biden headlines day two of the Community College National Legislative Summit  
"This is the Moment for Community Colleges"

## Higher Education Day at the Capitol



## Seminole Chamber Honors Personnel



Tony Tiger, Maintenance Technician  
Support Staff of the Month



Jim Wilson, Assistant Professor of English  
Educator of the Month



Vernell Kemp  
Wewoka High School  
Head Men's Basketball Coach

## Black Heritage Month



## Clapper and Isaacs Present at National Conference



National Association for Developmental Education  
39th Annual Conference – Greenville, SC

**TL** TRANSFORMATIVE LEARNING  
CONFERENCE

MARCH 26-27, 2015  
DOWNTOWN  
OKLAHOMA CITY

Yasminda Choate,  
Associate Professor of  
English to present at  
Transformative Learning  
Conference



## Students Honored at OACC Ceremony



Sharon Ferrell of Earlsboro, Sherrill Marble of Norman and Nira Herrod of New Lima



Nira Herrod (center) with her parents Tina Washington (left) and Tyrone Washington (right)



OKLAHOMA ASSOCIATION OF COMMUNITY COLLEGES

## SSC PLC Students Discuss Business Etiquette



Emeriti Honored at Reception

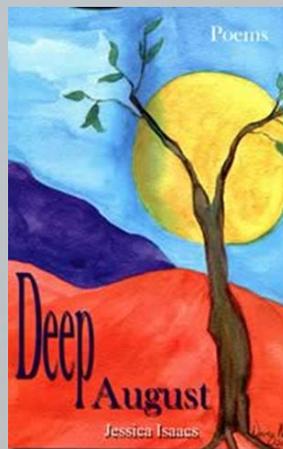
## OSRHE Economic Development Partnership Award given to Security State Bank



## SSC PROFESSOR WINS THE OKLAHOMA BOOK AWARD IN POETRY



Jessica Isaacs – Professor of English



## SSC Students attend Legislative Reception



SSC President's Leadership Students Angie Barlow and Sierra O'Dell with Chancellor Johnson



Seminole State College student Denver Rogers attends the Nigh Leadership Conference



SSC Global Studies  
Students visited London  
and Oxford over  
Spring Break

### Assistant Professor Jim Wilson Granted Tenure



## Seminole Chamber Honors Personnel



Courtney Jones  
Human Resources Director



Brian Nelson  
HPER Instructor/Men's and  
Women's Tennis Coach





Danish Students Arrive for Two-Week Stay at Seminole State College



 **HANDELSKOLEN**  
SILKEBORG BUSINESS COLLEGE  
Bindslevs Plads 1 / DK - 8600 Silkeborg

VI SKABER  
SUCCESSER

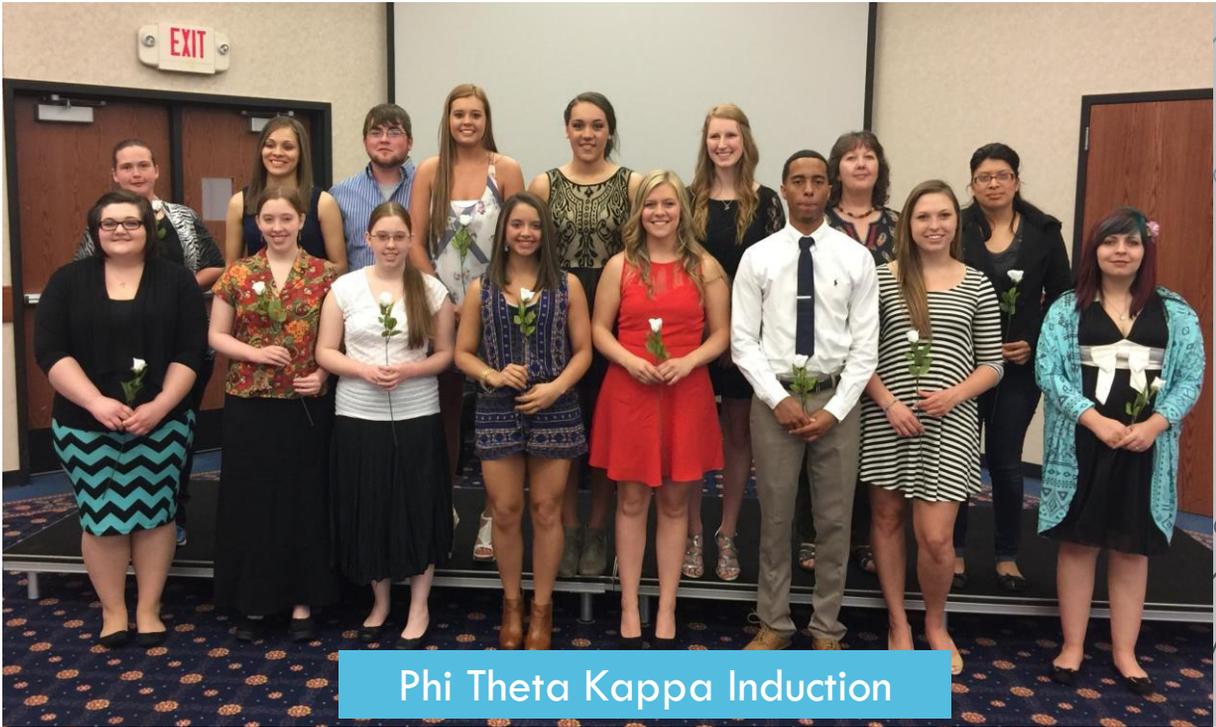


## Danish Students Visit Wrangler



## Exotic Animals on Campus





Phi Theta Kappa Induction



Nursing Disaster Training



SSC President's Leadership Class  
Visits the Oklahoma City National Memorial Museum



Oklahoma's Promise Day at the State Capitol

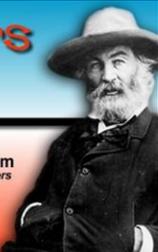




# Howlers and Yawpers Creativity Symposium

Seminole State College Jeff Johnston Auditorium  
A Showcase of Oklahoma Artists, Musicians, Actors, Writers & Dancers

"I too am not a bit tamed, I too am untranslatable  
I sound my barbaric YAWP over the roofs of the world."  
Walt Whitman "Song of Myself" from Leaves of Grass



## Inaugural Future Business Leaders of America Induction



# Peter Simon Children's Concert



**Seminole State College  
Educational Foundation  
Recognition Banquet  
April 30, 2015**

**Over \$33,000 Raised**



# SSC Nursing Health Fair



Retirement Reception  
May 6, 2015

SSC Commencement  
and Nursing Pinning  
May 8, 2015



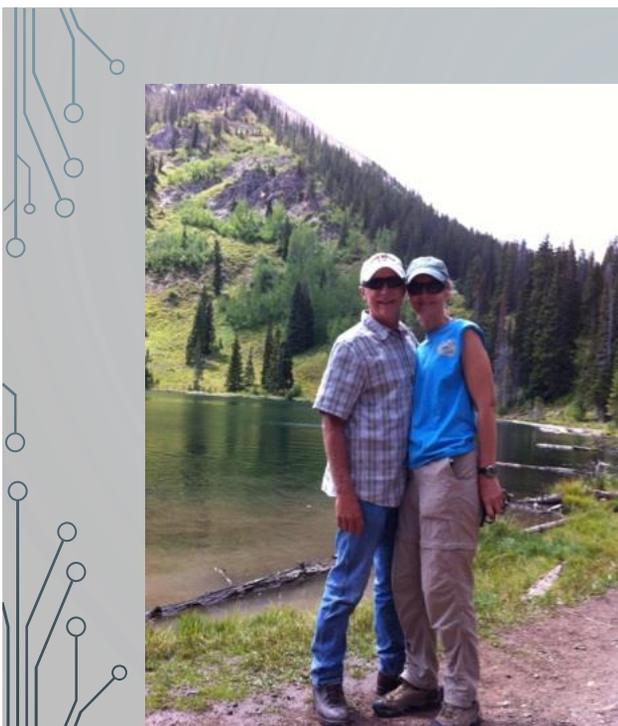
Senator Susan Paddock  
And Incoming Regent Ray McQuiston



**Brian Nelson**  
**Region II Tennis Coach of the Year**



**Region II Champions**



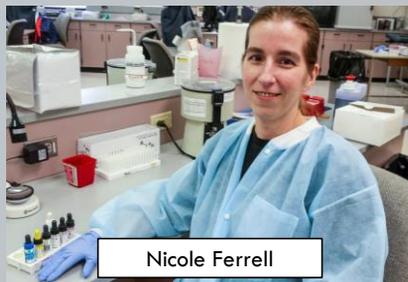
**Dr. Linda Goller,  
Professor of Math  
Traveled Across Europe**



Seminole State College  
Medical Laboratory  
Technician students selected  
to receive 2015  
Siemens/American Society  
for Clinical Pathology  
(ASCP) Scholarships



Beau Hester



Nicole Ferrell



Sierra O'Dell



Micah Dearen



Cassidy Sparks

Freshman President's Leadership  
Class Student Alexis Long  
attended the National Education  
for Women Leadership Institute



# 2014 - 2015 Year-In-Review

Upward Bound Summer  
175 Participants



Ronald McDonald House in Oklahoma City



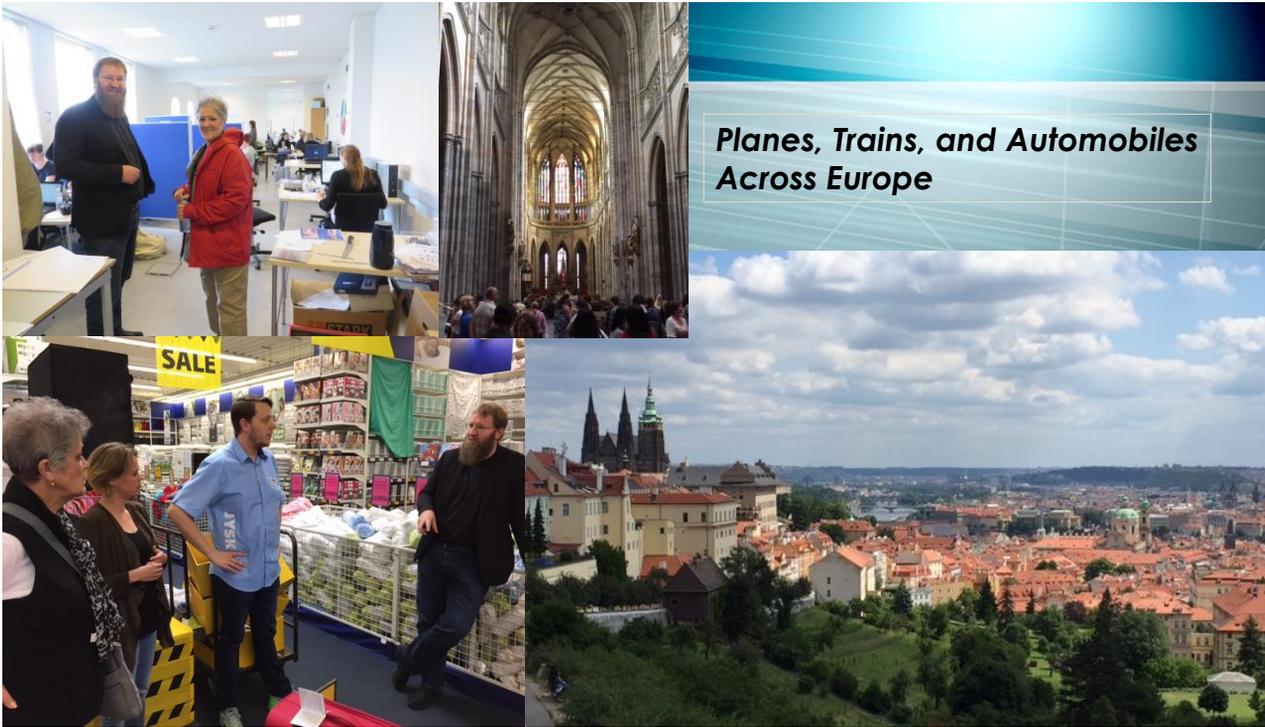
130 Pounds of Recycled  
Pop Can Tabs Donated to  
the Ronald McDonald House



# Kids Camp at Seminole State College

## June Trip to Denmark, Germany and Czech Republic





**Planes, Trains, and Automobiles  
Across Europe**

**Sports Update**

## Women's Tennis

Lady Trojans finish sixth overall at 2015 NJCAA Women's National Championships in Arizona

Their highest finish ever!



## Men's Tennis



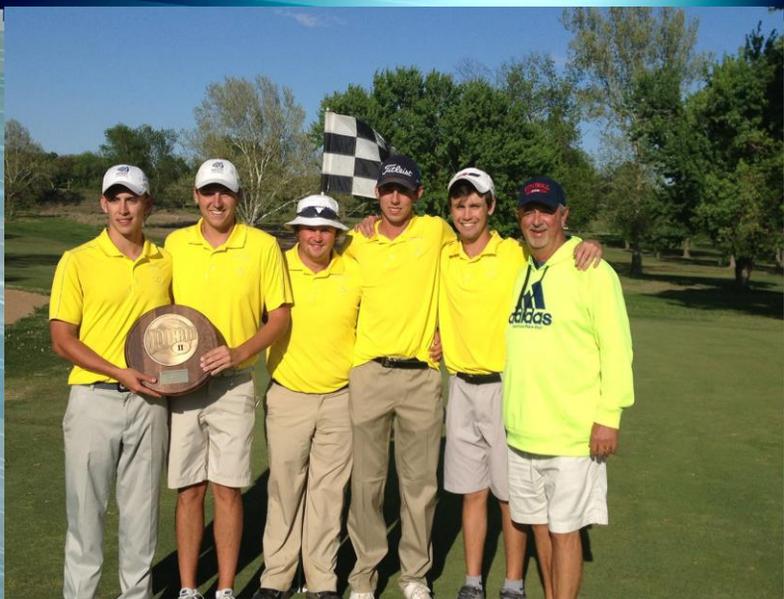
Freshman Guy Iradukunda, freshman Ismael Mzai, and freshman Miranda Rodriguez named to the All-American Team



Trojan Tennis Finishes 4th at Nationals in Plano, Texas

# Men's Golf

Men's Golf Finishes 14th at Nationals in Alabama May 26, 2015



# Women's Golf

Women's Golf Qualified for Nationals



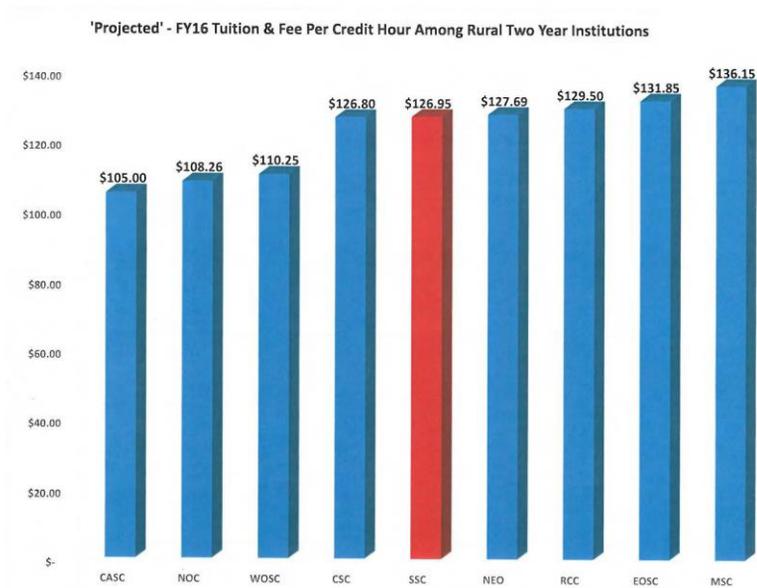
## Business Items

### Item A

**Review and consider approval of FY15 Internal Audit of Bookstore, Athletics, and miscellaneous claims conducted by BKD, CPAs and Advisors.**

## Item B

**Review and consider approval of increase of resident tuition from \$79.50 to \$83.45 and nonresident tuition from \$243.50 to \$255.45 per credit hour.**



## Item C

**Review and consider approval of increase in the Student Facility Fee.**

## Item D

**Review and consider approval of increase in the Technology Fee.**

## Item E

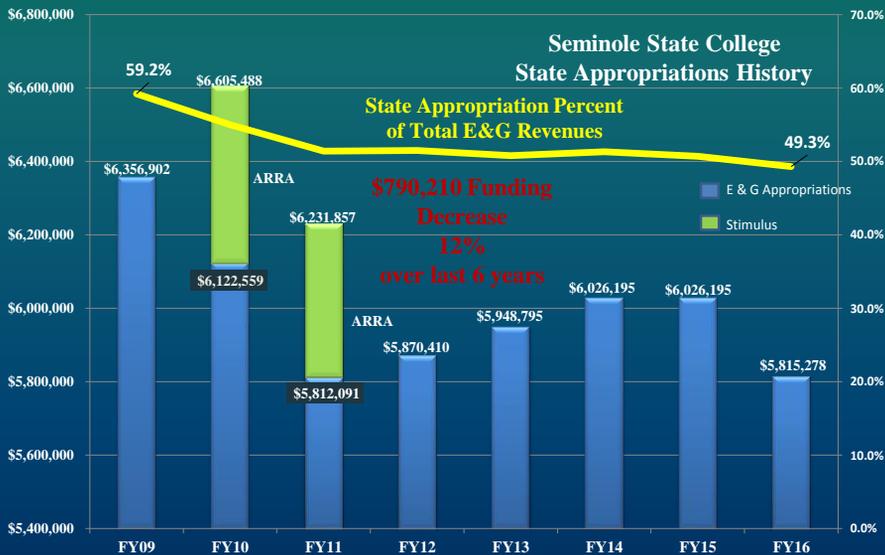
**Review and consider approval of the Educational and General Budget for FY 2016.**

# Budget Proposal

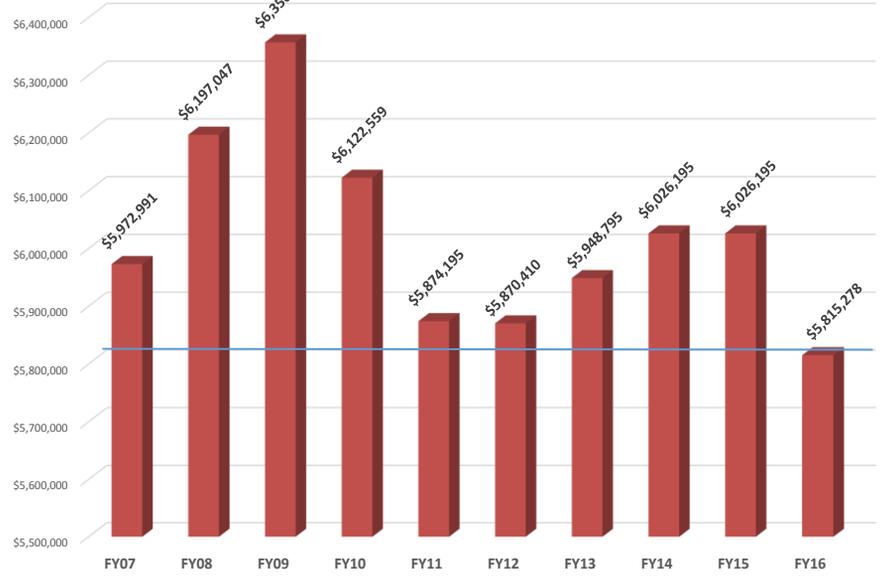
Seminole State College

Fiscal Year 2016

# Setting the scene...



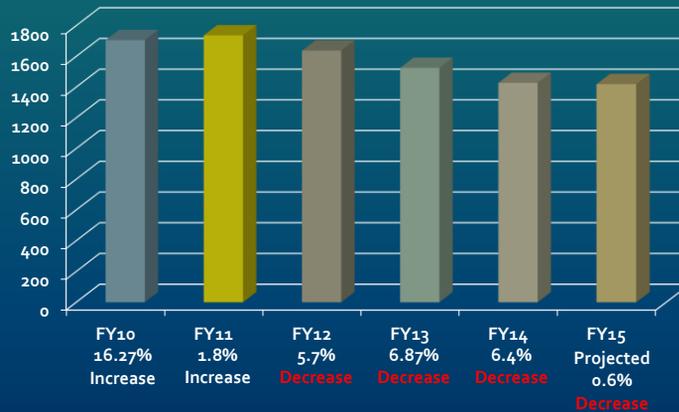
## Ten Year Trend of State Appropriations



## And then in Fall 2009...

### 2009-2011 Record Enrollments!

#### Five Year Comparison of Full-Time Equivalent (FTE)



## And what has been the impact...

- Reduction in Two Learning Resource Center Positions
- Reduction in Four Faculty Positions
- Reduction in Two Dean Positions
- Reduction in Other Valuable Support Positions: Housekeeping, Groundskeeping, and Division Secretary
- Reduction in Auxillary Services: Director of Residential Life and Athletic Assistant Coaches

## Additionally new Unfunded Mandate Requirements...

- Affordable Care Act (ACA)
- Clery Act, Sexual Assault, Title IV, Consumer Information & Federal Compliance
- 20 X 2020 State Energy Mandate
- Campus Completion Plan
- Complete College America

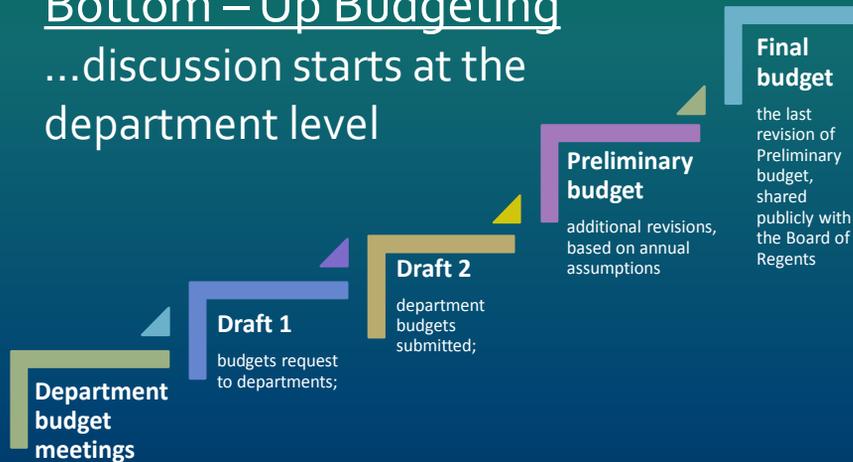


**When a thing is done, it's done.  
Don't look back. Look forward  
to your next objective.**

*George C. Marshall*

## Bottom – Up Budgeting

...discussion starts at the department level



## Initial Budget Preparation

Discussed budget needs with Departments & VPs

Topics:

- ☀ budget outlook
- ☀ budget principles
- ☀ budget development
- ☀ budget requests made

## Budget Outlook Presentations & Meetings held:

November 18, 2014 & January 6, 2015

WHAT HAPPENED LAST NIGHT?



TOO MANY SPREADSHEETS

### THE METHOD....

- Scheduled & led by campus wide representatives
- Every area invited
- Basics of Funds & Operations presented
- Opportunity for input & Questions

### THE MADNESS...

- Transparency may sting a little
- Questions at times lead to more questions
- Explaining highly complicated budgets can create confusion
- Not everyone is as interested in budgets

## Two Topics were Discussed....

(most common responses listed)

### Revenue-Enhancement Ideas....

- Recruit Students
- Retain Students by 3.5%
- Increase Tuition & Fees
- Add Degree/Certificate Programs
- Strategic Marketing

### Cost Savings Ideas....

- Energy Reduction
- Evaluate Athletics
- Restructuring Academic Divisions
- Evaluate Insurance / 403B / Retirement
- Examine Faculty Course Load

## Budget Requests

### The Basis of Budgeting....

- An incremental budget process is used; prior year base budgets are the starting point.
- The full costs associated with the institutional programs and services include direct, indirect and overhead costs. The cost-effectiveness of programs and services are aligned with student achievement.
- Incremental requests are covered first through any reallocation of funds with consideration of required priorities.



## Funding Formula....

### The performance funding factors....

- Increase in Degrees & Certificates Conferred
- Increase 1st Year Retention rates: freshman to sophomore yr
- Pell Grant retention rates: same as 1st year retention rates with those receiving PELL
- 24-credit-hour completion rate: 24 college level credit hours in 1st academic yr
- Graduation rate: improvement over the previous yr
- Complete College America: degree target achievement
- College Completion Plan: approved academic plan
- Program Accreditation

## Assumptions....

### Expenses....

- Utilities - 3.5% increase
- All other expense categories – COL % increase; Contracts 10% increase
- Salaries and benefits - 0% increase in salaries; 10%+ increase in benefits

### Revenues....

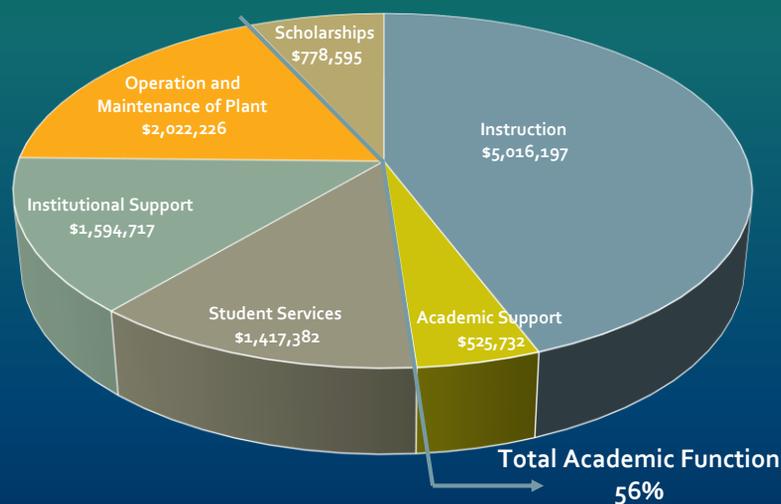
- Enrollment – Current enrollment is flat
- Tuition & Fees – 4.92% Increase
- State Appropriations - Reduction of -3.5%
- Other Revenues – Reduction of -9.9%

# FISCAL YEAR 2016 BUDGET

## Fiscal Year 2015 - 2016

Revenue Description	FY2015-2016 Amount	Percent of Total
1. Beginning Fund Balance July 1, 2015 (Cash Basis)	625,000	
2. Expenditures for Prior Year Obligations	450,000	
3. Unobligated Reserve Balance July 1, 2015 (line 1 - line 2)	175,000	
4. Projected FY2016 Receipts:		
State Appropriated Funds - For Operations	5,815,278	49.3%
State Appropriated Funds - For Grants, Contracts and Reimbursements	384,156	3.3%
Federal Appropriations	-	0.0%
Local Appropriations	-	0.0%
Resident Tuition (includes tuition waivers)	3,220,895	27.3%
Nonresident Tuition (includes tuition waivers)	405,000	3.4%
Student Fees - Mandatory and Academic Service Fees	1,730,500	14.7%
Gifts, Endowments and Bequests	-	0.0%
Other Grants, Contracts and Reimbursements	150,000	1.3%
Sales and Services of Educational Departments	-	0.0%
Organized Activities Related to Educational Departments	-	0.0%
Technical Education Funds	-	0.0%
Other Sources	100,000	0.8%
5. Total Projected FY2016 Receipts	11,805,829	100.0%
6. Total Available (line 3 + line 5)	11,980,829	
7. Less Budgeted Expenditures for FY2016 Operations	11,354,849	
8. Projected Unobligated Reserve Balance June 30, 2016 (line 6-line 7)	625,980	

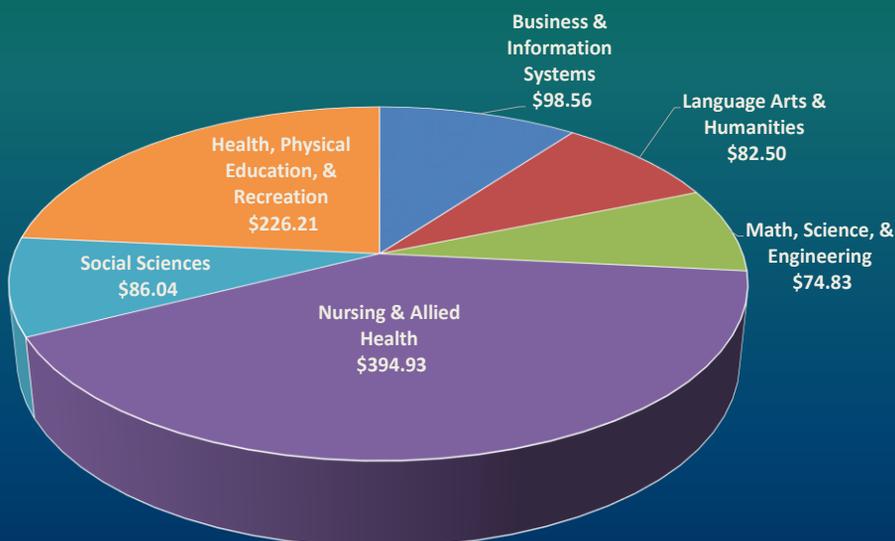
## FY2016 Educational & General Budget by Function



## Fiscal Year 2015 - 2016

Object of Expenditure	FY2015-2016 Amount	Percent of Total
<b>Personnel Services:</b>		
Teaching Salaries	2,425,609	21.4%
Professional Salaries	1,726,867	15.2%
Other Salaries and Wages	1,024,626	9.0%
Fringe Benefits	2,700,982	23.8%
Professional Services	270,000	2.4%
<b>Total Personnel Service</b>	<b>8,148,084</b>	<b>71.8%</b>
Travel	145,989	1.3%
Utilities	408,780	3.6%
Supplies and Other Operating Expenses *	1,689,601	14.9%
Property, Furniture and Equipment	163,800	1.4%
Library Books and Periodicals	20,000	0.2%
Scholarships and Other Assistance	778,595	6.9%
Transfer and Other Disbursements **	-	0.0%
<b>Total Expenditures by Object</b>	<b>11,354,849</b>	<b>100.0%</b>

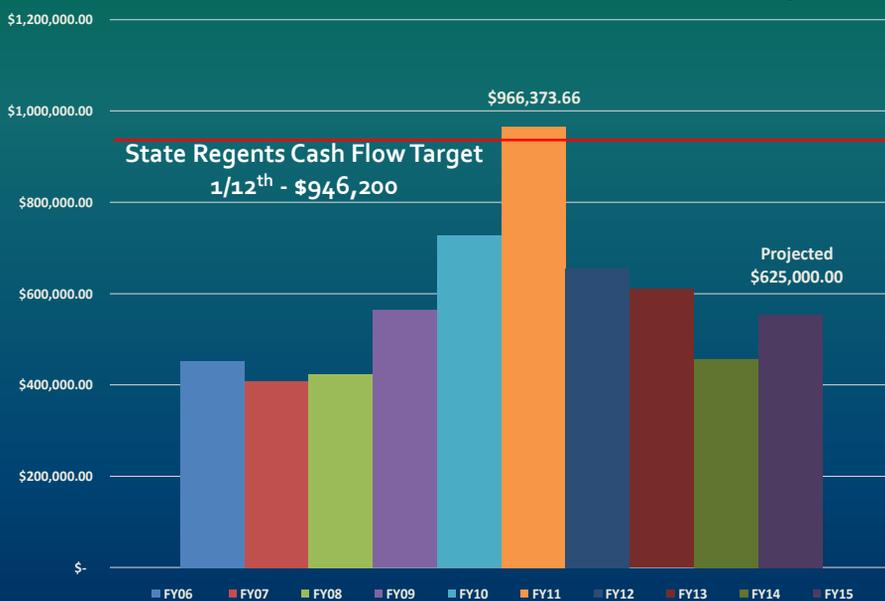
## FY15 Direct Costs Per Credit Hour



# Cash Flow Target...

Seminole State College	Percentage Requirements	Amount	Percentage
<b>Amount of Cash Flow Reserves Used in the FY2016 Budget Request</b>		(450,980)	
<b>Budgeted expenditures for FY2016</b>		11,354,849	100.00%
<b>Projected Reserves at June 30, 2016</b>		625,980	5.51%
<b>Cash Flow Requirements - State Regents:</b>	<b>% Requirement</b>	<b>\$ Requirements</b>	<b>% of Total Requirement</b>
<b>State Regents Cash Flow Target at 8.3% (1/ 12th)</b>	8.3%	946,200	100.00%
<b>Amount of Projected Reserves After Cash Flow Requirements are Met</b>		(320,220)	
<b>Amount of Reserves</b>			625,980

## Ten-Year Educational & General Cash Reserve History



## Item F

**Review and consider approval of a revision to Board Policy II-4-11 concerning employment grievances.**

## Consent Agenda:

Approval of the following items:

- Approval of the FY16 Campus Master Plan Projects for Annual Submission to the Oklahoma State Regents for Higher Education
- Approval of the 2015-2016 Events and Employee Holiday Schedule
- Approval of Program Modification to the Associate in Applied Science in Nursing
- Approval of Program Modification to the Associate in Arts in Art
- FY-16 Agreements:
  - Ed Cadenhead for Legal Services - \$250 Monthly Fee – plus hourly rate
  - Oiler park Lease - \$1
  - Avaya, Inc. – for Telephone System Maintenance – \$21,485.78
  - Campus Cruiser for Online Course Service – \$56,802.00
  - Suddenlink - \$5,540.73 per month
  - Jenzebar - \$97,669.00

# Special Presentation

# Adjournment

Next Meeting – July 16, 2015