

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING June 21, 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 Bill Huser was absent.

III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to Patricia Cokeley, Faculty Senate Vice President and Rusty Beene, Athletic Director.

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held May 23, 2007, Regent Miller 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 May 31, 2007. Regent Donaho made a motion to approve the Financial Report as presented and Regent Flowers 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)

JUCO 50th Anniversary Team – President Utterback informed the Board that two SSC Alumni were honored at the Junior College World Series by being named to the 50th

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Anniversary Team. The alumni honored were Curtis Morgan of Seminole and Adam Laroche who plays for the Pittsburg Pirates.

Homeland Security/FEMA Training– President Utterback informed the Board that a free two-day workshop was scheduled on campus about campus emergencies. This workshop was provided through a Homeland Security and FEMA grant program at Louisiana State University.

Personnel Update– President Utterback updated the Board on personnel changes. He stated that Jason Garrison has been hired as an English instructor and Amy Gillespie has been hired as the Head Volleyball Coach.

Construction Update– President Utterback updated the Board on campus construction projects. He stated that the rain has caused many delays in construction progress on the residence hall and the softball fields but these projects are slowly progressing. The President informed the Board that the College has received authorization from the State Fire Marshall to proceed with construction of the new maintenance facility. The President discussed information about FEMA trailers available from the Oklahoma Department of Central Services. He stated that these could be used for student housing but expressed concerns about safety issues. The local hotels have been contacted about possible short-term housing until the residence hall is completed.

Year-in-review – President Utterback presented a year-in-review PowerPoint presentation that highlights the 2006-2007 year. (See enclosed PowerPoint presentation)

VIII. Business

Consideration of Approval of the Education and General Budget for FY2007-2008 – President Utterback presented the Board with a copy of the proposed Education and General Budget for FY08. President Utterback highlighted several aspects of this year's budget. He told the Board that the budget includes a 3% raise for full-time faculty and staff; several merit raises and a 5% raise for nursing faculty. President Utterback also shared information about appropriations history, revenue history, expenditure history and expenditures by function and object. President Utterback recommended approval of the FY2007-2008 Education and General Budget. Regent Miller made a motion to approve the FY08 budget as presented and Regent Donaho seconded this motion. This motion was approved unanimously.

Consideration of Approval to Increase tuition 8.2% – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs that recommended a \$4.00 per credit hour increase in tuition effective Fall 2007. This increase will help cover increased costs for Oklahoma Teachers Retirement rates, health and dental insurance, and other items that will occur during the year. President Utterback also presented the Board with information about the tuition rate history at Seminole State College and the proposed increases for other comparable institutions. Regent Harrison made a motion to approve the 8.2% increase effective Fall 2008 and Regent Nansel 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 these items. Regent Donaho made a motion to approve the Consent Agenda items and Regent Flowers seconded the motion. This motion passed unanimously.

The Consent Agenda was as follows:

1. Ratify Holiday Schedule for 2007-2008 Academic Year
2. Approve Annual Contracts
 - Ed Cadenhead for Legal Services - \$250 Monthly Fee – plus hourly rate
 - Lease Agreement with City of Seminole for use of Oiler Park Baseball Facility - \$1,000
 - Lease Agreement with Pleasant Grove School for use of Softball Field - \$1,000
 - Novell – for Computer Software Maintenance Agreement - \$16,737.84
 - Symantic/Norton – for Campus-wide anti-virus Software - \$5,065.47
 - Web CT – for on-line course Software - in the amount of - \$10,653.53
 - Microsoft – for Computer Software Agreement - \$10,454.40
 - ESP Computer Software Maintenance Agreement - \$61,380.00
 - Kaycee Software Inc. – for Bookstore Software - \$4,260.00
 - Business Imaging Systems Maintenance Agreement - \$7,092.36
 - OneNet Hosting Fee - \$3,800.00

X. Adjournment

There being no further business or discussion the meeting was adjourned at 2:10 p.m.

Approved August 23, 2007
David Wilson, Chair