

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING January 14, 2016

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 Adams was absent.

III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty and staff present at the meeting.

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held December 11, 2015; Regent Donaho made a motion to approve the minutes as written and Regent Morgan 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 30, 2015. Regent Cain made a motion to approve the Financial Report as presented and Regent McQuiston seconded the motion. Roll call was as follows: Morgan, yes; Donaho, yes; Cain, yes; Franklin, yes; McQuiston, yes; James, yes. .

- *Report on Purchase over \$15,000 for December -*

✓ *Office of Management & Enterprise Service for property insurance -
\$30,117.15*

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 informed the Board members that Vice President for Fiscal Affairs Katherine Benton and Vice President for Student Affairs Dr. Mark Ames have submitted their letters of intent to retire as of June 30, 2016.

Budget Cuts – President Utterback presented the Board members information about actions that have been taken due to recent budget cuts and possible actions that could be taken if additional budget cuts occur.

Campus Activities– President Utterback told Board members about several recent and upcoming campus activities. These were:

- The Seminole Chamber of Commerce honored two SSC employees. Jarrod Tollet was the Educator of the Month and Natasha Rodgers was the Staff Member of the Month as part of the monthly Chamber Forum.
- A “Coffee with the President” was held on December 11th.
- Students, Faculty and Staff participated in “Operation Appreciation & Cheer” during the holidays. This program involved sending greeting cards to active military members and veterans.
- The Classified Staff Association organized a campus-wide effort to collect gifts for “Little Angels” in cooperation with the Salvation Army and Red Cross.
- The SSC Educational Foundation Holiday Reception was held on December 14, 2015.
- Senator Anastasia Pittman visited campus and spoke to faculty, staff and students in observance of Martin Luther King Day.
- President Utterback was selected to present at the AACC’s Workforce Development Institute.
- A campus-wide program to help clean up our campus began in early January. The “Let’s Talk Trash” program encourages groups on campus to pick up trash one day a month for one hour.
- The College received notice that the “Peek Into Engineering” academy has been funded for summer 2016.
- The State Regents will hold their Southeast Oklahoma Legislative Briefing on January 22nd in Krebs.
- The Trojan Baseball Kick-Off Banquet will be held in the Haney Center on February 6, 2016.
- Higher Education Day will be held at the State Capitol on February 16, 2016.
- Board members were presented with a current copy of the Open Meetings, Open Records manual.

Highlights of 2015 – President Utterback presented a document highlighting campus activities in 2015. President Utterback said he was hopeful that all faculty, staff and administration would share pride in these accomplishments.

VIII. Business

Approval of Increase in the Remedial/Zero Level Course Fee – President Utterback presented information about a proposed increase to the Remedial/Zero Level Course Fee. This action would increase this fee from \$18.00 to \$25.00 per credit hour. President Utterback recommended approval of this increase. Regent Donaho made a motion to increase the Remedial/Zero Level Course Fee as presented and Regent Morgan seconded this motion. Roll call was as follows: Morgan, yes; Donaho, yes; Cain, yes; Franklin, yes; McQuiston, yes; James, yes.

Approval of Increase in the Nursing Course Fee – President Utterback presented information about a proposed increase to the Nursing Course Fee. This action would increase this fee from \$20.00 to \$40.00 per credit hour. President Utterback recommended approval of this increase. Regent McQuiston made a motion to increase the Nursing Course Fee as presented and Regent Franklin seconded this motion. Roll call was as follows: Morgan, yes; Donaho, yes; Cain, yes; Franklin, yes; McQuiston, yes; James, yes.

Approval of Increase in the Medical Laboratory Course Fee – President Utterback presented information about a proposed increase to the Medical Laboratory Course Fee. This action would increase this fee from \$10.00 to \$20.00 per credit hour. President Utterback recommended approval of this increase. Regent Cain made a motion to increase the Medical Laboratory Course Fee as presented and Regent Franklin seconded this motion. Roll call was as follows: Morgan, yes; Donaho, yes; Cain, yes; Franklin, yes; McQuiston, yes; James, yes.

Authorization to Refinance the 2006 Oklahoma Development Finance Authority Bond – President Utterback presented information about a proposed refinance of the 2006 ODFA bond. He told the Board that this refinance would save the college money due to a lower rate of interest. He recommended approval of this refinance. Regent Donaho made a motion to authorize the refinancing of the 2006 Oklahoma Development Finance Authority Bond and Regent McQuiston seconded this motion. Roll call was as follows: Morgan, yes; Donaho, yes; Cain, yes; Franklin, yes; McQuiston, yes; James, yes.

Motion to Enter into Executive Session – The Board retired into executive session to discuss the terms of his employment. Regent Morgan made a motion to enter into executive session and Regent McQuiston seconded this motion. This motion was approved unanimously.

Motion to Enter into Open Session – Chair James recommended that the Board enter back into open session to present a motion on the items discussed in executive session. Regent Donaho made a motion to enter back into open session and Regent Morgan seconded this motion. This motion was approved unanimously.

Consideration of Terms of Employment of Dr. James W. Utterback as President of Seminole State College – Regent James stated that the Board appreciated the service of Dr. Utterback and his desire to continue to serve as President of Seminole State College. Regent Cain made a motion to renew President Utterback’s contract without any changes. Regent Morgan seconded this motion. This motion was approved unanimously. President Utterback expressed his gratitude and appreciation to the Board and his colleagues for their support.

IX. Adjournment

There being no further business or discussion the meeting was adjourned at 2:40 p.m.

Karen James, Chair