

## Minutes

### SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING March 30, 2006

#### **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. 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 Nursing and Health Sciences Division. Members present included: Nina Kirk, Donna Chambers, Pam Jackson, and Valerie Watts. Other visitors recognized were: Marie Dawson, Jeff Cox, Christian Morgan and Rusty Beene.

#### **IV. Minutes**

There being no additions or corrections to the minutes of the Regular Meeting held February 14, 2006, Regent Nansel made a motion to approve the minutes as written and Regent Huser seconded the motion. This motion was approved unanimously.

#### **V. Communications to the Board**

**Financial Report** – President Utterback and Ms. Katherine Benton presented a review of the College's revenue and expenses through February 28, 2006. Regent Wilson made a motion to approve the Financial Report as presented and Regent Donaho seconded the motion. This motion was approved unanimously.

#### **VI. Hearing of Delegations**

None

#### **VI. President's Report**

President Utterback discussed items under the President's Report utilizing a PowerPoint presentation (See enclosed copy of the PowerPoint presentation.)

Discussion Regarding Softball Complex – President Utterback informed the Board that he met with Seminole Mayor Dr. Chayne Fisher and City Manager Steve Saxon about a proposal to use one of the future softball fields to be built at the Magnolia Lake site. The Building Subcommittee over this aspect of capital bond projects met and discussed this proposal. President Utterback said recommendations from a campus and community building committee, reinforced the college's need to continue with current plans to build on campus in order to meet the needs of the collegiate softball program.

Report on State Board of Nursing Presentation – President Utterback informed the Board of a presentation to the State Board of Nursing on March 21<sup>st</sup> about the Robert Ross International University of Nursing Program. This presentation promoted this program for Seminole State College. Dr. Utterback presented the Board with information about the NCLEX pass rate for SSC, Oklahoma and the Nation. Dr. Utterback complimented the nursing faculty for their involvement in starting this program at SSC.

Update on Housing Project – President Utterback updated the Board on the progress of the construction of a new residence hall. He stated that the project is well under way with the hiring of architects and the beginning of plans for this facility. President Utterback informed the Board the he was meeting with the Oklahoma Development Finance Authority about using bonds to help fund this project.

Campus Events and Recognitions – President Utterback informed the Board about several campus events and recognitions. These were: Recognition of Miranda White the 2006 Nigh Institute Scholar, Higher Education Day at the Capitol, the 34<sup>th</sup> Annual Interscholastic Meet, the PTK Induction, a Congressional Aide Luncheon, the Area School Counselors and Administrators Breakfast, the RED Breakfast, the Spring Recognition Banquet, and the SSC Commencement.

## **VIII. Business**

**Consideration of Proposed Increase in Room and Board Rates for FY 2006-2007** – President Utterback presented the Board a memo from Katherine Benton, Vice President for Fiscal Affairs recommending an increase in Room and Board Rates during FY2006-2007. This increase would raise room and board rates for the Sarkeys Dormitory by 5% and by 9% in the Roesler Residential Learning Center. This increase will assist in covering the mandatory costs that increase annually. President Utterback recommended approval of this increase. Regent Cody asked how we are ranked in room and board compared to other comparable institutions. President Utterback stated that we are in the upper 15-20%. Regent Donaho made a motion to approve this increase in room and board and Regent Wilson seconded this motion. This motion was approved unanimously.

**Approval of Contract with Meyers Architecture Plus, L.L.C.** – President Utterback presented the Board with a copy of an architect agreement with Meyers Architecture Plus, LLC and a letter from Ed Cadenhead, Board Attorney stating the findings of his review and his approval of this agreement. President Utterback recommended approval of entering into this agreement. Regent Nansel made a motion to enter into this agreement and Regent Huser seconded this motion. This motion was approved unanimously.

**Approval of Purchase of Customized English Composition I & II Reader** – President Utterback recommended approval of the purchase of 1300 copies of a customized English Composition I & II reader for approximately \$70,200 from Pearson Education Inc. Regent Huser asked why this item was brought to the Board for approval. President Utterback stated that it was brought before the Board because of the amount of expenditure and for the approval of the agreement with Pearson Education Inc. Regent Cody wanted to know the difference between this textbook and another textbook. Jeff Cox, English Instructor gave reasons why this reader was developed. Regent Donaho asked if this was unique to two-year institutions. Christian Morgan, English Instructor told Regent Donaho that this is common among all institutions. Regent Flowers asked if this is something that the Faculty preferred to do. Dr. Kennedy, Vice President for Academic Affairs stated that our Faculty are experts in their field and therefore they like to create their own textbooks. President Utterback stated that external evaluators like the Higher Learning Commission have asked for this to be done. Regent Harrison made a motion to approve the purchase and agreement to print the English Composition reader. Regent Flowers seconded this motion. This motion was approved unanimously.

**Approval of Retirement Incentive for FY2006** – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs recommending approval of the Retirement Incentive program for FY07 and a list of those employees eligible to take advantage of this program. President Utterback recommended approval. Regent Flowers made a motion to approve the retirement incentive program as presented and Regent Wilson seconded this motion. This motion was approved unanimously.

**Approval to Delete the Health, Physical Education and Recreation Division Activity Course** – President Utterback presented the Board with a memo from Dr. Rebecca Kennedy, Vice President for Academic Affairs recommending approval of the deletion of the Health, Physical Education and Recreation Division Activity course from the general education requirements. Regent Cody asked why this course was part of the general education requirements. Brad Walck, Vice President for Student Affairs stated that this course was added to give non-athletes an activity course. Regent Donaho made a motion to delete the activity course from the general education requirements and Regent Harrison seconded this motion.

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**Consideration of Purchase of Finish Mower** – President Utterback presented the Board with information about the purchase of a Super a, 34 HP Ct Diesel/72” finish mower with a deck lift kit from Seminole Ford Mercury in the amount of \$13,493.00 and recommended approval. Regent Nansel made a motion to approve the purchase of this finish mower and Regent Wilson seconded this motion. This motion was approved unanimously.

**IX. Adjournment**

There being no further business or discussion, the meeting was adjourned at 2:35 p.m.

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Derrill Cody, Chair