

## Minutes

### SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING May 20, 2014

#### I. Call to Order

The Seminole State College Board of Regents' regular monthly meeting was called to order at 11:30 a.m. in the Enoch Kelly Haney Center Board Room.

#### II. Roll Call of Members

Roll call was conducted. Regents Donaho, Bradford and Adams were absent.

Ed Cadenhead administered the Oath of Office to new member, Bryan Cain. President Utterback welcomed him to the Board.

#### III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to incoming Faculty Senate President Rayshell Clapper, Business and Information Systems Division Chair Dawna Hamm and Language Arts and Humanities Division Chair Christian Morgan.

#### IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held March 27, 2014, Regent James made a motion to approve the minutes as written and Regent Morgan seconded the motion.

#### V. Communications to the Board

**Financial Report** – Katherine Benton, Vice President for Fiscal Affairs presented a review of the College's revenue and expenses through April 30, 2014. Regent Morgan made a motion to approve the Financial Report as presented and Regent James seconded the motion. This motion was approved unanimously.

- E&G and Auxiliary Purchases over \$15,000 for March – None
- E&G and Auxiliary Purchases over \$15,000 for April - \$26,423.78 – Dell Marketing L.P.; NASNTI Grant;  
*Purchase of Computers for Lab*

#### 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 members on several personnel changes since the March meeting. Jack Whisennand, Director of IT; Dr. George Neuhaus, Nursing Professor; and Jeanie Nix, Director of Financial Aid have announced their intent to retire. Laura Harrison has been hired as the NASNTI Student Advisor and Justin Streater has been hired as Director of Student Financial Aid. Letters of resignation have been received from Dustie Baker, Dr. Melanie Croy and Melinda Stufflebeam.

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

- ✚ Denmark students visited campus March 27<sup>th</sup> – April 10<sup>th</sup>
- ✚ Seminole State College math students toured Enviro Systems
- ✚ SSC students helped stuff eggs for Jazzy's Egg Run
- ✚ The Seminole Chamber of Commerce honored SSC employees Mechell Downey and Teresa Norman as Educator and Staff member of the month
- ✚ The PLC students toured a wind farm in western Oklahoma
- ✚ The Recognition of Excellence ceremony was held on campus on April 28<sup>th</sup>
- ✚ The Phi Theta Kappa Induction was held March 31<sup>st</sup>
- ✚ The Sigma Kappa Delta Induction was held April 7<sup>th</sup>
- ✚ Six Medical Laboratory Technology students were given a national scholarship
- ✚ The Psi Beta induction was held on April 24<sup>th</sup>
- ✚ The 2014 President's Leadership Class graduates were honored
- ✚ The Spring Recognition Banquet was held on May 1<sup>st</sup>
- ✚ A retirement reception was held for Dave Helseth and Fred Bunyan on May 6<sup>th</sup>
- ✚ New Regents Ryan Franklin and Bryan Cain were confirmed by the Oklahoma State Senate
- ✚ Commencement was held on May 9<sup>th</sup>
- ✚ Mechell Downey received the Distinguished Graduate award from the School of Business and Technology Division at Rogers State University
- ✚ SSC Kids Camp will be held on campus this summer
- ✚ The Board was given an update on athletic teams

**VIII. Business**

Consideration of Approval of contract with Atlas Construction – President Utterback presented the Board with information concerning a contract with Atlas Construction for the construction of the Dan and Andrea Boren Center project. Regent James made a motion to approve the contract as presented but subject to negotiations of value engineering to the satisfaction of the College and Regent Cain seconded this motion. This motion was approved unanimously.

**Consideration of Approval of authorization to pursue refinancing the 2003B Master Lease Bond Issue** – President Utterback presented the Board with information about the refinancing of the 2003B master lease bond issue and recommended authorization to pursue refinancing. Regent Cain made a motion to authorize President Utterback to pursue refinancing and Regent James seconded this motion. This motion was approved unanimously.

**Recommendation to Enter into Executive Session** – President Utterback gave the Regents the option of entering into executive session to discuss personnel matters. Regent Morgan made a motion to enter into executive session and Regent James seconded this motion.

**Consideration of Approval to Promote Dr. Tom Mills** – After returning to open session, President Utterback recommended approval to promote Dr. Tom Mills to Vice President for Academic Affairs. Regent Morgan made a motion to approve this promotion and Regent James seconded this motion. This motion was approved unanimously.

**Consideration of Approval to Promote Dr. Mark Ames** – After returning to open session, President Utterback recommended approval to promote Dr. Mark Ames to Vice President for Student Affairs. Regent Morgan made a motion to approve this promotion and Regent James 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 Cain made a motion to approve the Consent Agenda items and Regent James seconded the motion. This motion was approved unanimously.

The Consent Agenda was as follows:

- Approval of the FY15 Campus Master Plan Projects for Annual Submission to the Oklahoma State Regents for Higher Education
- Approval of the 2014-2015 Events and Employee Holiday Schedule
- Approval of Memorandum of Understanding with Ramona Munsell & Associates Consulting, Inc.

**X. Adjournment**

There being no further business or discussion the meeting was adjourned at 1:12 p.m.

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David Wilson, Chair

# Seminole State College Board of Regents – Regular Meeting

May 20, 2014  
Enoch Kelly Haney Center  
Board Room

# Regent Installation



# President's Report

# Personnel Update

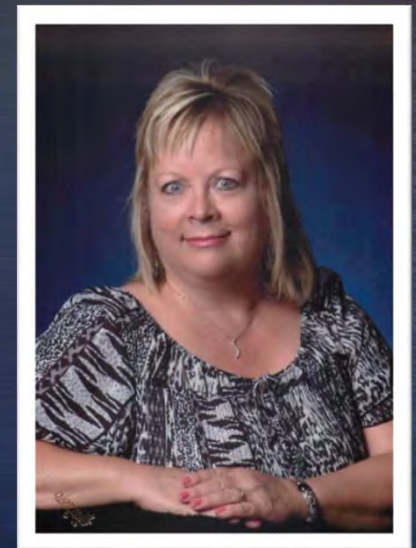
## *Retirements*



Jack Whisennand  
Director of IT



Dr. George Neuhaus  
Professor of Nursing



Jeanie Nix  
Director of Financial Aid



# Personnel Update

## New Hires



Laura Harrison  
NASNTI Student Advisor



Justin Streater  
Director of Student Financial  
Assistance

**Position Transfer: Tammy Kasterke – Assistant Professor of Business**

*Resignations Received:*

*Dustie Baker – Coordinator of Media Relations*

*Dr. Melanie Croy – Vice President for Academic Affairs*

*Melinda Stufflebeam – Financial Aid Specialist*



# Denmark Student Visit



\$3,000 Raised for PLC Denmark Trip

Edgar Cruz—Guitarist

Performing  
Live!

March 31st  
7 p.m.  
Haney Center  
Seminole State College

Tickets will be available from any member of the President's Leadership Class or at the President's Office. All will be general admission. \$10 in advance / \$15 at the door

David B. Hooten—Trumpet Soloist







Seminole State College  
Math Students Tour  
Enviro Systems

# Students Help With Jazzy's Egg Run





# Seminole Chamber Honors Employees



# PLC Students visit Wind Farm





Recognition of Excellence  
Honors Ceremony  
April 28, 2014





# Phi Theta Kappa Induction







Students Inducted into SSC  
English Honor Society



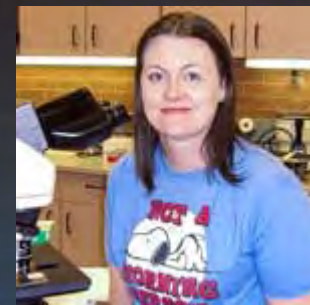
# MLT Students Receive National Scholarships



Jamie Vazquez



Becky Wilson



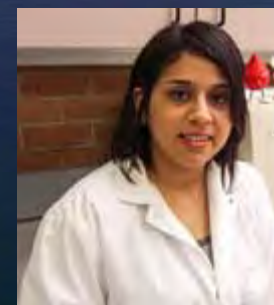
Dessirae Stingley



Stephen Mullins



Stephen McDonough



Suzan Izaguirre

# Psi Beta Induction





## 2014 President's Leadership Class Graduates







Spring Recognition Banquet  
May 1, 2014







## Retirement Reception

Dave Helseth & Fred Bunyan

May 6, 2014







New Regent Confirmation –  
Ryan Franklin



New Regent Confirmation –  
Bryan Cain





 Class of 2014

**May 9, 2014**







Mechell Downey  
receives  
Distinguished Graduate Award  
from Rogers State University





# Seminole State College

To Enroll Call: 405.382.9246

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**Kids On Campus Summer Camp** provides your child with the chance to develop character, make new friends, and discover new interests. Finding the right summer camp for your child is as important as helping them find the right college! At **Kids on Campus Summer Camp** our goal is to provide summer camps that will meet the needs of your child.



Seminole State College offers the best in summer camp fun and learning. Instruction is provided by SSC's faculty, staff, and area educators who are chosen for their expertise in the classroom. Our **Kids On Campus Summer Camp** program is the perfect way to fill your child's summer with nonstop activities like pottery, swimming, basketball, Lego's, Minecraft cheerleading, modeling and reading.

**Kids On Campus Summer Camp** sessions are two-weeks long, and meet Monday through Thursday. Sign up for morning or afternoon sessions or register for one of each and build a full day's schedule. Registration starts May 5, 2014.

**Kids On Campus Summer Camp** runs **June 2 through July 31, 2014.**  
*Space is limited.*  
*Register early to ensure a spot!*  
*For additional information call Carol Hartman at 405-382-9246 or Lana Reynolds at 405-382-9218*  
*Or drop by the SSC Office of Admissions in the Walkingstick Student Services Center.*  
*Open Monday from 8 a.m. to 6 p.m. Tuesday through Thursday from 8 a.m. to 5 p.m.*

## Reading Camp



Reading camp will place emphasis on reading comprehension by using a combination of children's literature, concentration exercises, hands-on experiences, and research-based strategies. Campers will practice reading skills that are important to becoming successful independent readers. The camp theme is Ocean Adventure.

**Date: July 7 through July 17, 2014**

**Time: 9:00-11:30 a.m.**

**Place: Enoch Kelly Haney Center Room 121**

**Instructor: Tamee Daniel**

**Price: \$59.00**

## Learn to Swim



Students who are not at least 3'6" tall will require an adult to accompany them in the pool for all lessons.

All students will need to either open their eyes under water or bring goggles for each lesson. No swim masks that cover the nose are allowed.

**Session 1: July 7—July 17, 2014**

**Level #1-5:30-6:15 p.m.**

**Level #2-6:15-7:00 p.m.**

**Level #3 & 4-7:00-7:45 p.m.**

**Session 2: July 21-July 31, 2014**

**\*Parent/Child-5:30-6:00 p.m.**

**Level #1-6:00-6:45 p.m.**

**Level #2-6:45-7:30 p.m.**

**Level #3 & 4-7:30-8:15 p.m.**

**Place: Raymond Harber Field House**

**Water Safety Instructor: Dawn Prater**

**Cost: \$59.00**



# Sports Update







SSC Men's  
Tennis – Place  
6<sup>th</sup> at Nationals

SSC Women  
Place 17<sup>th</sup> at  
Nationals







SSC Men and Women Golf  
Teams travel to Nationals

Men – Indiana, May 20-23

Women – Florida, May 12-15



# Region II and District Champions







NJCAA National Softball Tournament – St. George, Utah



# Region II Champions and District Runner-Up



# Business Items



# Item A

Review and consider approval to enter into contract with Atlas Construction for the Dan and Andrea Boren Center project, subject to negotiations of value engineering decision to the satisfaction of the College

*PROJECTS: Education*

**Atlas General Contractors - Built Better**

- Rose State College - Health Science Center
- Edmond Memorial High School - Freshman Academy
- Moore Norman Technology Center - IT Building
- Owasso Elementary School
- Stand Watie Elementary
- Frontier Elementary School



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McGraw Hill Dodge



Follow us on Twitter

**Offices**

**Tulsa**

8218 E. 121st  
 Bixby, OK 74008  
 (918) 369-3910  
 (918) 369-3962

**Oklahoma City**

24 N.E. 53rd St.  
 OKC, OK 73105  
 (918) 606-6170  
 (405) 606-6172

**Endorsements**

"Atlas' well-organized, knowledgeable pre-construction services were a big reason we were able to get the project to fit into a budget acceptable to the client." *read more...*

"I would highly recommend this company for any construction project." *read more...*



# Item B

Review and consider approval of  
authorization to pursue refinancing the 2003B  
Master Lease Bond Issue

# Item C

Consider recommendation regarding the position  
of Vice President for Academic Affairs

Consider recommendation regarding the position  
of Vice President for Student Affairs



# Item D

Possible discussion and possible action  
regarding the position of  
Vice President for Academic Affairs

# Item E

Possible discussion and possible action  
regarding the position of  
Vice President for Student Affairs



# Consent Agenda

Approval of the following items:

Approval of the FY15 Campus Master Plan Projects for Annual Submission to the Oklahoma State Regents for Higher Education

Approval of the 2014-2015 Events and Employee Holiday Schedule

Approval of Memorandum of Understanding with Ramona Munsell & Associates Consulting, Inc.

# Seminole State College Board of Regents – Next Meeting

June 19, 2014