

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING June 24, 2010

I. Call to Order

The Seminole State College Board of Regents' regular monthly meeting was called to order at 12:00 p.m. in the Enoch Kelly Haney Center Board Room.

II. Roll Call of Members

Roll call was conducted. Regents Donaho and Miller were absent.

III. Introduction of Guests

President Utterback introduced visitors, administrators and staff present at the meeting. Special guests included Heather Kreeger, Business Information Systems Instructor, and Dave Helselth, incoming Faculty Senate President.

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held May 31, 2010, Regent Bradford made a motion to approve the minutes as written and Regent Henderson 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, 2010. Regent Huser made a motion to approve the Financial Report as presented and Regent Henderson seconded the motion. This motion was approved unanimously.

- *Report on Purchases over \$15,000*
 - *May – 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)

Personnel Update – President Utterback updated the Board on several personnel items. These were: Leslie Sewell has been hired as an Upward Bound Coordinator, Kendall Rogers has been restored to full-time status as a psychology instructor and Heather Kreeger has been hired as an Upward Bound Coordinator. President Utterback also announced that Dr. Walter Bumphus has been hired as CEO of the American Association of Community Colleges. President Utterback was a part of this selection process in his role as a member of the board of directors of this organization.

Campus Events – President Utterback told the Board members about several campus activities since the May Board meeting. These included: Seminole State College assisted disaster relief organizations by providing space for affected citizens to come for assistance; Upward Bound groups have visited the Oklahoma History Museum, the Dallas Aquarium, the Dallas Cowboy's Stadium, and the Cherokee Heritage Center as part of their summer program.

Year-In-Review – President Utterback presented a year-in-review PowerPoint presentation that highlights the 2009-2010 academic year. (See enclosed PowerPoint presentation)

VIII. Business

Approval of Tuition Increase – President Utterback presented the Board with a copy of information about a proposed tuition increase for the Fall 2010 semester, a letter of support for this increase from the Student Government Association officers and comparison chart about increases at other state institutions. This increase would be a 5.32% increase in total costs to students and within the limits suggested by the Oklahoma State Regents for Higher Education. Regent Henderson asked how much additional income this increase would create and how many students benefit from scholarships and grants. President Utterback stated that this increase would generate about \$180,000 and he also stated that approximately 88% receive some sort of financial aid. Regent Bradford asked what the average class size was. President Utterback stated that class limits are set differently for different courses. Dr. Gasparro stated that the average class size is around 25-30. President Utterback recommended approval of this increase. Regent Huser made a motion to approve the tuition increase as presented and Regent Henderson seconded this motion. This motion was approved unanimously.

Approval of the FY 2010-2011 Educational and General Budget – President Utterback presented the Board with a copy of materials for the FY 2010-2011 budget for review. President Utterback highlighted several aspects of this year's budget. President Utterback also shared information about appropriations history, revenue history, expenditure history and expenditures by function and object. President Utterback commended Katherine Benton on a stellar job of finding out how to pinch every penny and stretch our resources to come out with a balanced budget over the coming year. The budget does not include raises for faculty and staff. The plan is to see what our fall enrollment is and then make a decision about raises. President Utterback recommended

approval of the FY2011 Education and General Budget. Regent Bradford made a motion to accept the budget as presented and Regent Henderson seconded this motion. This motion was approved unanimously.

Approval of Contract with the College Association of Liability Management – President Utterback presented the Board with information about a proposed contract with the College Association of Liability Management (CALM). This contract would provide workers compensation insurance for the college at a lower rate than CompSource. President Utterback recommended approval. Regent Bradford made a motion to authorize President Utterback to enter into a contract with the College Association of Liability Management and Regent Huser seconded this motion. This motion was approved unanimously.

Approval of Policy III-7-7 Concerning Federal Compliance – President Utterback presented the Board with a copy of proposed Policy III-7-7 concerning federal compliance with the reporting of security policies and crime statistics, disclosure of general consumer information for enrolled and prospective students, implementation of a policy for readmission of service members, and adoption of a policy to monitor unauthorized electronic file sharing. President Utterback recommended approval of this policy. President Utterback stated that this is a routine policy for our Policy Manual. The compliance items in this policy are in conjunction with the Higher Education Opportunity Act. Regent Wilson made a motion to approve Policy III-7-7 as presented and Regent Henderson 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 this item. Regent Henderson made a motion to approve the Consent Agenda items and Regent Bradford seconded the motion. This motion was approved unanimously.

The Consent Agenda was as follows:

1. Holiday Schedule for 2010-2011 Academic Year
2. Approve Annual Contracts in excess of \$25,000:
 - Ed Cadenhead for Legal Services - \$250 Monthly Fee – plus hourly rate
 - Campus America Software Maintenance Agreement - \$73,220.00
 - Avaya, Inc. – for Telephone System Maintenance - \$30,060.00
 - Campus Cruiser for Online Course Service - \$46,702.00
 - Renewal of Summit Athletic Insurance - \$91,706

X. Adjournment

There being no further business or discussion the meeting was adjourned at 1:10 p.m.

Jon Flowers, Chair