

## Minutes

### SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING February 21, 2013

#### **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. Regent Bradford and Regent Miller were absent.

David Wilson administered the Oath of Office to new member, Karen James. President Utterback welcomed her to the Board.

#### **III. Introduction of Guests**

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to members of the Math, Science and Engineering Division. Members present were: Annette Troglin, Division Chair; Dr. Linda Goeller, Assistant Professor of Math/Science; Jarrod Tollett, Assistant Professor of Math, Science and Engineering; Dr. Noble Jobe, Assistant Professor of Science and Dr. Tom Mills, Dean of Instructional Compliance and Biology Instructor. Other guests included: Dawna Hamm, Business/Information Systems Division Chair; Mona Ridley, Faculty Senate President; and Braden Brown Business Services/Maintenance Director.

#### **IV. Minutes**

There being no additions or corrections to the minutes of the regular meeting held January 17, 2013, Regent Donaho made a motion to approve the minutes as written and Regent Ervin seconded the motion. Regent James abstained.

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

**Financial Report** – Braden Brown, Business Services/Maintenance Director presented a review of the College's revenue and expenses through January 31, 2013. Regent Donaho 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 January - 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 members on several personnel changes since the January meeting. Pam Koenig, Professor of History; Linda Moore, Student Services Clerk; and Debbie Robertson, Assistant Registrar has given notification of retirement.

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

- + President Utterback was selected to serve on the ACCT Charles Kennedy Equity Award Selection Committee
- + The Trojan Baseball Kick-Off banquet was held on February 2<sup>nd</sup>
- + A safety meeting was held with area public schools and local law enforcement on February 5<sup>th</sup>
- + PLC attended a Women's Leadership Luncheon on February 5<sup>th</sup>
- + Higher Education Day at the Capitol – February 12<sup>th</sup>
- + Earlsboro GEAR UP students visited the Devon Tower in Oklahoma City
- + SSC Employees were honored at the February Seminole Chamber of Commerce Forum – Rayshell Clapper was Faculty of the Month and Houston Yeager was Support Staff of the Month
- + Mechell Downey attended the annual ACCT Leadership Congress in Washington, D.C.
- + SSC Nursing students achieved NCLEX pass rates that were about the state and national averages

Other Information – President Utterback gave the Board members an update on the progress of sports teams scores and rankings at this time and he gave the Board members information about the ACCT and AACC Federal Legislative Priorities.

## **VIII. Business**

**Consideration of Approval to Grant Emeritus Status to Perthena Latchaw** – President Utterback presented the Board with a copy of Policy II-4-1 concerning general policies regarding personnel. President Utterback recommended approval of granting emeritus status to Perthena Latchaw, Assistant Professor and Director of the Medical Laboratory Technology Program. Regent Ervin made a motion to approve tenure for Perthena Latchaw and Regent Donaho seconded this motion. This motion was approved unanimously.

**Consideration of Approval to Grant Emeritus Status to Travis Qualls** – President Utterback presented the Board with a copy of Policy II-4-1 concerning general policies regarding personnel. President Utterback recommended approval of granting emeritus status to Travis Qualls, Math Professor and sponsor of the Permanent Issue College

performing band. Regent James made a motion to approve tenure for Travis Qualls and Regent Ervin seconded this motion. This motion was approved unanimously.

**Consideration of Approval to Grant Emeritus Status to Dr. Jacqueline Stewart** – President Utterback presented the Board with a copy of Policy II-4-1 concerning general polices regarding personnel. President Utterback recommended approval of granting emeritus status to Dr. Jacqueline Stewart, Psychology/Child Development Psychology Instructor. Regent Donaho made a motion to approve tenure for Dr. Jacqueline Stewart and Regent Ervin seconded this motion. This motion was approved unanimously.

**Consideration of Approval of the Dan and Andrea Boren Center** – President Utterback presented the Board with information about the construction of the Dan and Andrea Boren Center and recommended approval of the project. Regent Adams made a motion to approve the construction of the Dan and Andrea Boren Center and Regent Donaho seconded this motion. This motion was approved unanimously.

**Consideration of Approval to Utilize funding through the Oklahoma State Regents for Higher Education Master Lease Program** – President Utterback presented the Board with proposed architect's drawings of the Dan and Andrea Boren Center and information about the OSRHE master lease program. He recommended the Board approve partial funding of the center through the master lease program if needed. The President explained that the project would be a joint venture of the college with the SSC Educational Foundation. Regent Donaho made a motion to authorize the President to acquire funding through the OSRHE master lease program for the construction of the Dan and Andrea Boren Center 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 Donaho made a motion to approve the Consent Agenda items and Regent Ervin seconded the motion. This motion was approved unanimously.

The Consent Agenda was as follows:

- Program Modification to the Associate of Applied Science in Applied Technology Degree
- Program Modification to the Associate of Applied Science in Business Degree

#### **X. Adjournment**

There being no further business or discussion the meeting was adjourned at 2:21 p.m.

---

Minutes  
SSC Board of Regents Regular Meeting  
February 21, 2013  
Page 4  
David Wilson, Secretary




**SEMINOLE STATE COLLEGE  
BOARD OF REGENTS MEETING**

Enoch Kelly Haney Center – Board Room  
February 21, 2013



**NEW REGENT  
INSTALLATION**




Regent Karen James




**PRESIDENT'S REPORT**

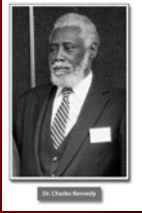
Notifications of Retirement received

**PERSONNEL UPDATE**

		
Pam Koenig Professor of History	Linda Moore Student Services Clerk	Debbie Robertson Assistant Registrar



President Utterback to serve on the ACCT Charles Kennedy Equity Award Selection Committee



Dr. Charles Kennedy

CAMPUS ACTIVITIES



Trojan Kick-Off Banquet February 2<sup>nd</sup>

***Sports Update***

Belles Women's Basketball Record: 13-12  
Trojan Men's Basketball Record: 7-18

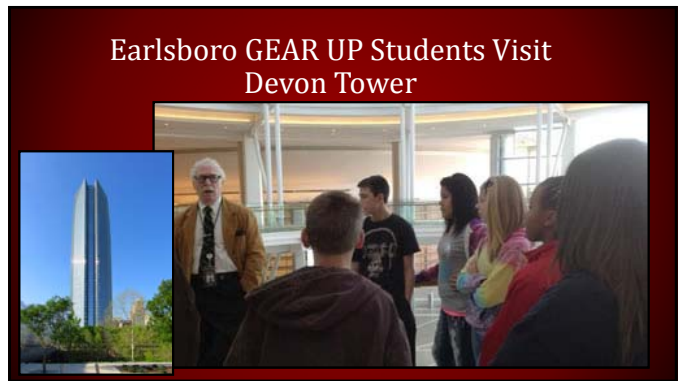
***Region II Basketball Tournament***  
***March 6-9 at OBU in Shawnee***

---

Trojan Softball Record: 7-4  
Trojan Baseball Record: 5-5



Safety Meeting with Area Public School Officials and Local Law Enforcement – February 5<sup>th</sup>



SSC Employees Honored at February  
Seminole Chamber of Commerce Forum



Rayshell Clapper  
Faculty of the Month



Houston Yeager  
Support Staff of the Month



SSC Nursing  
NCLEX Pass Rate  
Above State and  
National Average

97.22%  
State Average: 91.46%  
National Average: 90.34%




**ACCT Professional Board Staff Network - Washington D.C. Conference**  
Debbie Novack, Colorado; Sherri Bowen, North Carolina; Wendy Dodson, North Carolina; Sean Fischer, New Jersey; Mechell Downey, Oklahoma; Tina Heskett, Florida; Carla Patee, Kansas; Heather Lanham, Ohio; and Tria Bullard, Oregon.



2013 Community  
College Federal  
Legislative Priorities




BUSINESS ITEMS



ITEM A

Review and consider recommendation to award honorary Emeritus status to Perthena Latchaw


Director and Assistant Professor of the Medical Laboratory Technology Program  
1982 to 2012



ITEM B

Review and consider recommendation to award honorary Emeritus status to Travis Qualls

Math Instructor  
1987 to 2012



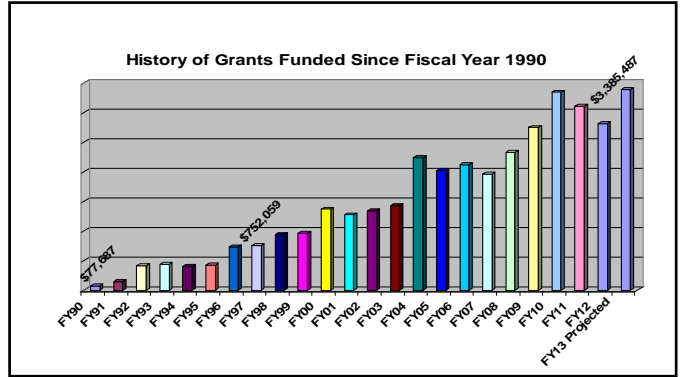
ITEM C

Review and consider recommendation to award honorary Emeritus status to Dr. Jacqueline Stewart

Psychology Instructor  
1992 to 2006

ITEM D

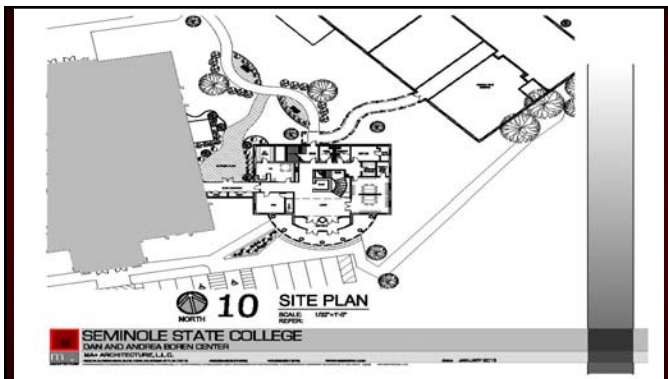
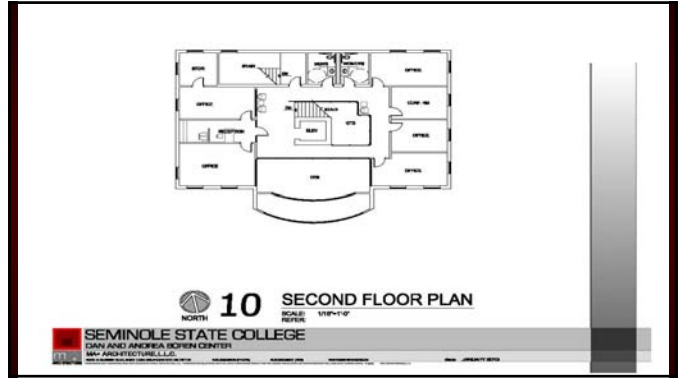
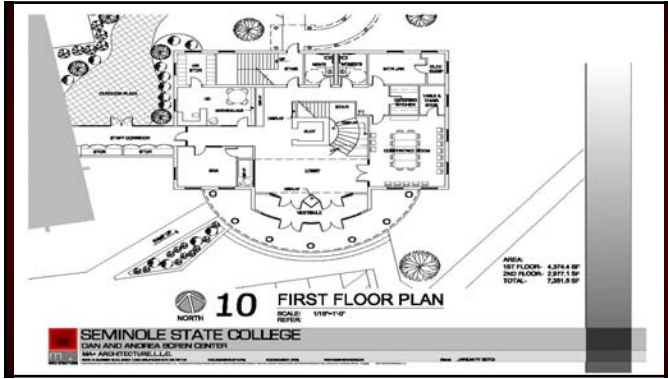
Review and consider approval of the construction of the Dan and Andrea Boren Center



GRANT SUMMARY

- SSC currently has 12 federal grants.
- SSC Educational Foundation grants are not included in this summary
- They have a combined annual budget of \$3,385,487
- Grants are funded thru 2017
- 32 full-time people are employed by the grant programs
- 24 area public schools are served by the grants
- Serves approximately 4,000 students annually





ITEM E

Review and consider authorization to acquire up to \$750,000 in funding for the construction of a 7,600 square-foot office building through the Oklahoma State Regents for Higher Education Master Lease Program or through a lease agreement with the Seminole State College Educational Foundation.

CONSENT AGENDA:

Approval of the following items:

- Program Modification to the Associate of Applied Science in Applied Technology Degree
- Program Modification to the Associate of Applied Science in Business Degree

ADJOURNMENT

Next meeting – March 28, 2013