

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING June 27, 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. Regent William Harrison, Jr.; Regent David Wilson; Regent Roger Nansel; Regent Bill Huser and Regent Flowers were present. Regent Cody and Regent Donaho were absent.

III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to Patricia Cokeley, Division Chair for the Business Information Systems Division; Dawn Hamm, Instructor; and Tracy Jacomo, Faculty Senate President.

IV. Minutes

There being no additions or corrections to the minutes of the Regular Meeting held May 17, 2006, Regent Huser made a motion to approve the minutes as written and Regent Flowers 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 May 31, 2006. Regent Flowers made a motion to approve the Financial Report as presented and Regent Harrison 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.)

Campus Update – President Utterback presented the Board with an update on campus activities. He informed the Board that Debbie Kinsey, GEAR UP Project Coordinator has resigned to take a position at OSU-Okmulgee. New faculty hired include: Steve Bolin, Government/History Instructor; Raychelle Clapper, English Instructor; and Karen Romine, Nursing Instructor. The Board was told that President Utterback has completed his term as the Chair of the Council of Presidents. The Board was informed that Warren Ross from the International University of Nursing visited campus and that the Upward Bound summer program is well underway.

Student Athlete Academic Report – President Utterback presented the Board with information from the Student Athlete Academic Report. This report stated that the all-sport cumulative GPA is 3.05 and the cumulative GPA for all SSC students 2.86. President Utterback congratulated the athletes on their academic achievements.

HEACO Forum on Tabor – President Utterback told the Board that the Higher Education Alumni Council of Oklahoma (HEACO) is holding a forum on TABOR (Taxpayer's Bill of Rights) on July 7, 2006 at 2:00 p.m. at OSU-Oklahoma City. Former Regent Melvin Moran will be recognized as the HEACO Director of the year prior to the Forum. President Utterback invited all to attend.

Year-in-Review – President Utterback presented the Board with a PowerPoint presentation on the 2005-2006 year-in-review. (See enclosed PowerPoint presentation)

VIII. Business

Approval of the Educational and General Budget for FY 2006-2007 – President Utterback presented the Board with a copy of the Educational and General Budget for FY07. President Utterback highlighted several aspects of this year's budget. He stated that the new budget includes an increase in funding from the Oklahoma State Regents for Higher Education. He also told the regents that the new budget includes a 6% raise for faculty and staff, new faculty positions, limited merit raises and an increase in overload and adjunct pay. President Utterback recommended approval of the Educational and General Budget for FY 2006-2007. Regent Huser asked how much money this increase in funding included. President Utterback informed him that it included an increase of about \$700,000. Regent Flowers stated that he would like to see a chart comparing faculty salaries by institution sometime in the future. Regent Harrison made a motion to approve the budget as presented and Regent Flowers seconded this motion. This motion was approved unanimously.

Consideration of Acceptance of Audit Committee Report on FY06 Internal Audit by BKD,LLP – President Utterback presented the Board with a copy of a memo from Katherine Benton and a copy of the Internal Audit report from BKD, LLP. Regent Flowers and Regent Huser gave a recommendation from the Audit Committee stating that there were no major areas of concern with this report and Regent Flowers made a motion to approve the Internal Audit. Regent Huser seconded this motion. This motion was approved unanimously.

Consideration of Recommendation to increase tuition 4.3%, effective Fall, 2006 – President Utterback presented the Board with a request to increase tuition effective, Fall 2006 in the amount of 4.3%, a Seminole State College tuition and fees history report and several charts outlining increases in the past. He recommended approval of this increase in tuition. Regent Nansel made a motion to approve the increase in tuition of 4.3% Regent Huser 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 Harrison made a motion to approve the Consent Agenda items and Regent Nansel seconded the motion. This motion passed unanimously.

The Consent Agenda was as follows:

1. Ratify Holiday Schedule for 2006-2007 Academic Year
2. Approve Annual Contracts
 - Elsener & Cadenhead for Legal Services - \$250 Monthly Fee – plus hourly rate
 - Lease Agreement with the City of Seminole for the use of Oiler Park Baseball Facility - \$1
 - Lease Agreement with Pleasant Grove School for use of Softball Field - \$1,000
 - Novell – for Computer Software Maintenance Agreement \$15,498.00
 - Symantic/Norton – for Campus-wide anti-virus Software \$4,690.25
 - Web CT – for on-line course Software - in the amount of \$9,864.38
 - Avaya, Inc. – for Telephone System Maintenance - \$26,662.68
 - Microsoft – for Computer Software Agreement \$9,680.00
 - Computer Software Maintenance Agreement / Perpetual License with America Incorporated of Tulsa, Oklahoma for \$53,846.00
 - Kaycee Software Inc. – for Bookstore Software \$4,260.00
 - Business Imaging Systems Maintenance Agreement - \$6,567.00
 - Jenzabar JIC Module \$30,000.00-
 - Summit Insurance Agency Athletic Insurance Continuation Agreement - \$84,004.00

3. Program Modification approval in the Associate of Applied Science for Business Degree adding options and specified course requirement in Accounting and Business and deleting all other options; and an alternative 16-17 month FastTrack delivery period for the degree program.
4. Purchase of Computer Equipment for Federal GEAR UP Program utilizing federal grant funds: 10 Gateway laptop computers at \$1,349.00 each and 10 Dell projectors at \$913.00 each.

X. Adjournment

There being no further business or discussion, the meeting was adjourned at 2:14 p.m.

Regent David Wilson, Vice Chair