

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING December 10, 2009

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 Henderson was absent.

III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to members of the Health, Physical Education and Recreation Division. Members present included: Rita Story-Schell, Division Chair; Amy Gillespie, Volleyball Coach; Mark Allen, Assistant Baseball Coach; and Jeff Shafer, Baseball Coach. Several members of the President's Leadership Class were also present at the meeting. Members present were: Jessica Downey, Shalan Tyra, Chantil Chaffin, Kaleigh Jones, Casandra Ragan, Chelsea Bateman, Michelle Jones, Dijon Noble, Leah Little, Whitney Mullins, and Desirae Mize.

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held October 22, 2009, Regent Huser made a motion to approve the minutes as written and Regent Bradford 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 November 30, 2009. Regent Huser asked about the steps we were taking since the monthly budget cuts began. Katherine Benton and President Utterback stated that frugal spending and possibly reducing class size cut-off would be some measures taken to reduce costs. Regent Flowers asked if we had proper internal controls to prevent wrongdoings. Regent Donaho made a motion to approve the Financial Report as presented and Regent Wilson seconded the motion. This motion was approved unanimously.

- E&G and Auxiliary Purchases over \$15,000 for October & November – 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](#). (Click on blue link to see PowerPoint presentation)

Higher Learning Commission Update – President Utterback presented the Board with an update on the Higher Learning Commission visit. He stated that the visit was very successful and the maximum 10 year accreditation has been recommended. The review team chair made glowing comments about Seminole State College and he commended all who were involved in the process. Dr. Paul Gasparro, Vice President for Academic Affairs, stated that the review team was impressed by the teamwork and family-like atmosphere at Seminole State College.

Enrollment Update – President Utterback updated the Board members on enrollment numbers. Current headcount now is at 2,443. This is a 20% increase over this time last year and an all-time record for the College.

Personnel Update – President Utterback informed the Board of a personnel change. Angelina Lenora Wind has been hired as the Textbook Rental Program Coordinator. This program is a new grant program to cut down costs for students in the area of textbook. Katherine Benton stated that the bookstore will be ready to offer this service to the students at the beginning of the new semester and will save students approximately 75% on general education course textbooks.

Athletics Update – President Utterback updated the Board on athletics on campus. The men's tennis team finished 5th in the nation at the end of their season and the women's tennis team finished 11th in the nation. The volleyball team won their regional tournament and attended nationals. The basketball teams have begun their seasons.

Construction Update – President Utterback updated the Board on the construction of the Student Services Building. The certificate of occupancy had been received from the State Fire Marshall. The building is complete and ready to move in to. President Utterback stated that the January Board meeting may be held in the new building.

Campus Activities – President Utterback told the Board members about several recent and upcoming campus activities. These events were: a visit by several Israeli exchange students, Veterans Day Memorial Program on November 11th, the Lt. Governor Jari Askin's visit with the PLC class on November 13th, SSC honored Native American citizens on November 23rd, Coffee with the President was held on December 3rd, a talent show sponsored by SGA and the Leadership Development Class was held on December 7th, and Finals Eve Breakfast was held on December 9th. President Utterback invited the Board members to the SSC Educational Foundation Holiday Event the afternoon of December 14th at the Shawnee Country Club, a Seminole State College Retreat to be held on January 7th at St. Crispins to 4 p.m., there will be a luncheon honoring Governor Brad

Henry on January 12th in Oklahoma City, and Senator Coates will be honored in January by the Oklahoma State Regents for Higher Education on the 14th.

2010 Meeting Dates – President Utterback presented the Board a copy of the 2010 Regular Board Meeting Dates.

VIII. Business

Approval of Annual Contract with Suzie Brewster & Associates – President Utterback presented the Board with a copy of a proposed 2010 annual contract with Suzie Brewster and Associates for consulting services and a list of Federal funding received in 2009. President Utterback told the Board that the services we receive from Suzie Brewster & Associates are invaluable for helping us deal with the Federal government on special funding. President Utterback recommended approval of this contract. Regent Flowers stated that he is in favor of renewing the contract with Suzie Brewster and Associates. Regent Donaho made a motion to approve the annual contract with Brewster & Associates and Regent Miller seconded this motion. This motion was approved unanimously.

Approval of Revision of Seminole State College Board Policy II-4-16 – President Utterback presented the Board with a copy of Board Policy II-4-16 concerning retirement. President Utterback recommended approval. Adding a condition that anyone receiving the retirement benefit be required to have worked at least a nine and one-half years at Seminole State College. The Faculty, Professional Staff and the Classified Staff have expressed approval of this change. Regent Wilson made a motion to approve the changes to Policy II-4-16 and Regent Bradford seconded this motion. This motion was approved unanimously.

IX. Adjournment

There being no further business or discussion the meeting was adjourned at 2:05 p.m.

Jon Flowers, Chair