

## Minutes

### SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING October 28, 2010

#### **I. Call to Order**

The Seminole State College Board of Regents' regular 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. Regents present were: Chairman Bill Huser, Vice Chair Marci Donaho, Jeff Miller, Kenneth Henderson, Marilyn Bradford and David Wilson.

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

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to members of the Social Sciences Division. Members present included Marta Osby, Government Instructor/Division Chair; Carlene Armour, Divisional Secretary; Christal Stevenson, English Instructor; Dr. Steve Bolin, History Instructor; Bill Knowles, COPS Coordinator/Government Instructor; Kendall Rogers, Psychology Instructor; Mona Ridley, Psychology Instructor and Pam Koenig, History Instructor. Several members of the President's Leadership Class were also present at the Board meeting. These members were: Chantil Chaffin, Paige Hanabass, Jordan Bungarner, Tess Tebe, Ashley Carter, Austin DeLaporte, Melissa Sullinger, and Daisha Chesser. President Utterback also recognized Braden Brown, Comptroller; and Kevin Marshall with Cole + Reed, P.C. who were in attendance at the Board meeting.

#### **IV. Minutes**

There being no additions or corrections to the minutes of the regular meeting held August 26, 2010, Regent Wilson 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 September 30, 2010. Regent Bradford made a motion to approve the Financial Report as presented and Regent Henderson seconded the motion. This motion was approved unanimously.

#### **Report of Purchases over \$15,000:**

- *Report on Purchases over \$15,000 for August*

## Minutes

### SSC Board of Regents Regular Meeting

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- Novell Inc.- \$17,671.00 - Yearly License
  - Cengage Learning - \$15,606.61 - Textbook Rentals
  - Elsevier Health Sciences - \$23,096.60 - Textbooks
  - McGraw Hill Inc. - \$18,779.44 - Textbook Rentals
- *Report on Purchases over \$15,000 for September*
- Cengage Learning - \$56,173.85 - Textbooks

## 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 personnel changes. These were: Chad Noyes has been hired by Sodexo as the Food Service Director; a resignation letter has been received by Mark Allen, HPER Instructor/Assistant Basketball Coach; Yashanda Scruggs has been transferred to the Health Sciences – Student Support Services as Program Director; Janna Manlapig has been transferred to the Health Sciences – Student Support Services Program as Adviser; Shelly Watson has been transferred to the Employment Readiness Program as Director; and Michael Schnell has been transferred to the GEAR UP Program as the Education Technology Specialist. The President explained that some of these transfers were due to unsuccessful bids for Federal grant funding in 2010.

Campus Activities – President Utterback told the Board about several activities on campus. These included: the Student Government Association has elected new officers: Kailyn Parker is President, Christina Davalos-Gonzales is Vice President and Lynette Gomez is Secretary; the President's Leadership Class visited the Oklahoma Heritage Museum and the University of Central Oklahoma's ropes course; Sister Rosemary and Reggie Whitten visited campus and spoke on the 'Pros for Africa' project; the Seminole Chamber of Commerce honored two SSC employees, Kelli McBride as named Educator of the Month and Linda Moore as Staff Member of the Month; the Seminole State College Educational Foundation held its annual Coates-Keisel Classic and raised over \$17,000; former SSC President Dr. Jim Cook was inducted into the Oklahoma Higher Education Hall of Fame; U.S. Congressional Candidates for the 5<sup>th</sup> District held a political forum on campus; President Utterback updated the Board on fall SSC sports: tennis and volleyball; and Regent Bill Huser and Mechell Downey attended the Association of Community College Trustees annual conference in Toronto, Ontario Canada. President Utterback informed the Board that the State Regents will be holding an REP event on November 16<sup>th</sup> and the Ben and Bonnie Walkingstick Student Services Center Dedication Ceremony will be held on November 30<sup>th</sup>.

*Legislative Update* – President Utterback told the Board about his trip to Washington, D.C. to visit with current legislators about the needs of the College.

**VIII. Business**

**Review and Approval of the FY10 External Audit conducted by Cole + Reed P.C.** – President Utterback presented the Board with a copy of the FY10 Seminole State College external audit conducted by Cole + Reed P.C. The Audit Committee consisting of Regents Huser, Donaho and Miller met before the meeting to review this audit. Kevin Marshall with Cole + Reed gave an overview of the audit and stated that for the fifth year in a row they are issuing an unqualified opinion. Mr. Marshall commended Vice President Benton and her support staff for a job well done. Regent Miller made a motion to approve the FY10 external audit as presented and Regent Donaho commended Vice President Benton and her staff on a good audit and seconded this motion. This motion was approved unanimously.

**IX. Adjournment**

The meeting was adjourned at 2:25 p.m.

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Regent Bill Huser, Chairman