

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING January 19, 2012

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. Regents present were: Chair Marci Donaho, Jeff Miller, Kenneth Henderson, Bill Huser, Leesa Adams 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 Language Arts and Humanities Division. Members present included: Jessica Isaacs, Chair; Rayshell Clapper, Christian Morgan, Jim Wilson, and Marie Dawson. Special recognition was also given to members of the *Leadership Seminole* Class of 2012: Lonnell Alexander and Susan Fulton.

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held December 15, 2011; 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 December 31, 2011. Regent Henderson made a motion to approve the Financial Report as presented and Regent Miller seconded the motion. This motion was approved unanimously.

- *Report on Purchases over \$15,000 for December*
 - o \$41,334.11; Cengage Learning, Textbooks; purchase for resale

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)

Campus Activities– President Utterback told the Board about the renovations in the Student Union and commended everyone who worked on this project over the break. President Utterback informed the Board that AT&T has awarded a grant to support the Seminole State College President's Leadership Class program. President Utterback told the Board about the Southeast Legislative Briefing on January 17th and the SSC Bowling Night in Shawnee on January 18th. The President invited all to attend Higher Education Day at the Capitol on February 21st.

Highlights of 2011 – President Utterback presented a document highlighting activities in 2011. President Utterback said he was hopeful that all faculty, staff and administration would share pride in these accomplishments.

VIII. Business

Approval of Revision of the Hybrid/Online Course Fee – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs recommending approval of a revision of the Hybrid/Online Course Fee. This fee will only be charged to those courses designated as Hybrid or Online. This change is necessitated by an interpretation of an OSRHE rule which eliminated a previous collection mechanism. Regent Wilson made a motion to approve the revision to the Hybrid/Online Course Fee and Regent Henderson seconded this motion. This motion was approved unanimously.

Motion to Enter into Executive Session – President Utterback recommended that the Board enter into executive session to discuss the terms of his employment. Regent Miller made a motion to enter into executive session and Wilson seconded this motion. This motion was approved unanimously.

Motion to Enter into Open Session – Chairman Donaho recommended that the Board enter back into open session to present a motion on the items discussed in executive session. Regent Huser made a motion to enter back into open session and Regent Henderson seconded this motion. This motion was approved unanimously.

Consideration of Terms of Employment of Dr. James W. Utterback as President of Seminole State College – Regent Wilson stated that the Board appreciates the service of Dr. Utterback's and his desire to continue to serve as President of Seminole State College. Regent Wilson made a motion to renew President Utterback's contract and include a \$10,000 raise and a one-time bonus of \$15,000 for the fifteen years of service given by President Utterback. Regent Miller seconded this motion. This motion was approved unanimously. President Utterback expressed his gratitude and appreciation to the Board and his colleagues for their support.

IX. Adjournment

There being no further business or discussion the meeting was adjourned at 2:55 p.m.

Marci Donaho, Chair