

**SEMINOLE STATE COLLEGE  
BOARD OF REGENTS REGULAR MEETING  
March 15, 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, 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 Business/Information Systems Division. Members present included: Patricia Cokeley, Chair; Fred Bunyan, Dawna Hamm, and Heather Kreeger.

**IV. Minutes**

There being no additions or corrections to the minutes of the regular meeting held January 19, 2012; Regent Wilson 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 February 29, 2012. Regent Miller made a motion to approve the Financial Report as presented and Regent Wilson seconded the motion. This motion was approved unanimously.

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

*January* - \$40,899.54, McGraw Hill, Inc.; Purchase for Resale Textbooks; Bookstore \$63,310.00, Pearson Education; Purchase for Resale Textbooks; Bookstore \$24,592.00, Dell Marketing; Writing Lab and NASNTI Staff Computers; NASNTI: Title III Grant

*February* - none to be reported

**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 informed the Board that Lorain McKay, Nursing Instructor has resigned.

Campus Activities– President Utterback told the Board about many campus activities that have occurred after the last Board meeting. Those were: SSC's Got Talent, January 26<sup>th</sup>; Black Heritage Month; Trojan Baseball Banquet, February 4<sup>th</sup>; February Chamber Honorees; English Faculty presented at the Annual Southwest/Texas Popular Culture and American Culture Association Conference; Higher Education Day at the Capitol, February 21<sup>st</sup>; SSC students competed in the Oklahoma Academic Challenge "Mind Games" February 21<sup>st</sup>; the SSC Classified Staff Association held a "Chili Cook-Off" on February 22<sup>nd</sup>; SSC student Corbin Graham participated in NASA's Reduced Gravity Student Flight Opportunities Program; the Native American Student Association visited the American Indian Cultural Center and Museum during construction; a PLC luncheon was held to inform them of OU's National Education for Women's Leadership Institute; Associate Professor of English Jim Wilson presented at the Associated Writing and Writing Program's annual meeting; SSC student Kate Blair attended the Nigh Institute as the college's Nigh Scholar; SSC students Janis Hart and Chun Fu "Jeff" Cheng were the All-Oklahoma Academic Team members for the college; Upward Bound Advisors Theran Hernandez and Marissa Lightsey attended the Black, Brown and College Bound conference with SSC students Samantha Fox and Justine Tilley; the Phlebotomy Program was awarded continued certification through NAACLS until April 16, 2016. President Utterback told the Board that Commencement would be held at 10:30 a.m. on May 11<sup>th</sup> and the annual Spring Banquet will be held on May 3<sup>rd</sup>. President Utterback updated the Board on the Vice President for Academic Affairs search and he informed them that Regent Marci Donaho has been nominated for another seven year term on the Board and Mike Ervin has been nominated to replace Regent Bill Huser.

## **VIII. Business**

**Approval of Revision of Policy II-7-9 Concerning Tobacco Use on Campus** – President Utterback presented the Board with a copy of Executive Order 2012-01 from Governor Fallin, a copy of the current version of Policy II-7-9 and a copy of a proposed revision to this policy. This Executive Order from the Governor states that all State properties be tobacco free no later than 6 months from the date of the Executive Order. In compliance with that Executive Order the revision to this policy which is modeled after a suggested policy from the Executive Branch of the State of Oklahoma. This Policy would go into effect June 1, 2012. President Utterback recommended approval of this revision. Regent Bradford made a motion to approve the revision to Policy II-7-9 and Regent Henderson seconded this motion. This motion was approved unanimously.

Minutes

SSC Board of Regents Regular Meeting

March 15, 2012

Page 3

**Approval of Increase in Room and Board** – President Utterback presented the Board with a memo from Vice President Benton which recommended a 2.36% increase in room and board for FY2012-2013. President Utterback stated that this increase will cover an increase in Sodexo's contract. This is the first increase from Sodexo has had in four years. Regent Henderson made a motion to approve the increase in room and board and Regent Wilson seconded this motion. This motion was approved unanimously.

**Authorization to Participate in Master Lease Agreement with the State of Oklahoma** – President Utterback presented the Board with information about a Master Lease Agreement with the State of Oklahoma to purchase a 45-57 passenger bus or buses. This purchase will replace the 1982 Prevost bus that we own now which is beyond repair at this time. President Utterback told the Board that all options will be researched before a purchase is made. Regent Henderson made a motion to authorize President Utterback to enter into the Master Lease Agreement with the State of Oklahoma and Regent Wilson seconded this motion. This motion was approved unanimously.

**IX. Adjournment**

There being no further business or discussion the meeting was adjourned at 2:07 p.m.

---

Marci Donaho, Chair