

## Minutes

### SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING June 16, 2016

#### **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 McQuiston, Regent Morgan and Regent Adams were absent.

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

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special introduction was made of Matt Stangl with the Oklahoma Attorney General's office.

#### **IV. Minutes**

There being no additions or corrections to the minutes of the regular meeting held May 19, 2016, Regent Donaho made a motion to approve the minutes as written and Regent Cain seconded the motion.

#### **V. Communications to the Board**

**Financial Report** – Katherine Benton, Vice President for Fiscal Affairs presented a review of the College's revenue and expenses through May 31, 2016. Regent Cain made a motion to approve the Financial Report as presented and Regent Franklin seconded the motion. This motion was approved unanimously.

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

*May – \$32,899.50 – Seminole Ford Mercury, Purchase of New 15 Passenger Transit Van, State Contract*

#### **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 members on personnel changes. Michael St. John has been hired as the Athletic Director and Daniel Hill has been hired as the Volleyball/Soccer Head Coach. Sadiia Jones, Athletic Director has submitted a letter of resignation.

*Campus Activities* – President Utterback told the Board members about several campus activities. These were:

- ✚ SSC Kids Camp has been held on campus since the first of June
- ✚ Nine Presidential Leadership Class members traveled to Denmark and Germany for a 14 day trip
- ✚ Upward Bound summer camps are being held throughout the summer months with many trips and activities
- ✚ The Regents were informed about an upcoming Legal Issues Conference in September
- ✚ The Regents were informed about the upcoming SSC Educational Foundation Invitational Golf Tournament to be held on September 9<sup>th</sup>

## **VIII. Business**

**Approval of FY15 Internal Audit of Payroll and miscellaneous claims conducted by BKD, CPAs and Advisors** – President Utterback presented the Board with a copy of the internal audit of payroll and miscellaneous claims from BKD, CPAs and Advisors. The audit committee, consisting of Regents James and Cain, met prior to the Board meeting to discuss this audit. President Utterback mentioned that there were a couple minor findings which had already been addressed. Regent James commended Katherine Benton and her staff. Regent Donaho made a motion to approve this audit as presented and Regent Cain seconded this motion. This motion was approved unanimously.

**Authorization to Begin Women's Soccer Program** – President Utterback presented the Board with information about beginning a women's soccer program at Seminole State College. Regent Donaho made authorize President Utterback to begin a Women's Soccer Program at SSC and Cain seconded this motion. This motion was approved unanimously.

**Consideration of Approval of Tuition Increase** – President Utterback presented the Board with information about a proposed tuition increase and a memo from Vice President Katherine Benton about the increase. President Utterback recommended

approval of the tuition increase. Regent Franklin made a motion to approve the tuition increase as proposed and Regent Cain seconded this motion. This motion was approved unanimously.

**Consideration of Approval of Addition of a Safety Fee** – President Utterback presented information about a proposed addition of a Safety Fee. The Fee would help cover increasing campus safety costs. President Utterback recommended approval of this fee. Regent Donaho made a motion to add a Safety Fee as presented and Regent Cain seconded this motion.

**Consideration of Approval of Addition of a Compliance Fee** – President Utterback presented information about a proposed addition of a Compliance Fee. This action would help cover increasing costs associated with State and Federal compliance requirements. President Utterback recommended approval of this fee. Regent Donaho made a motion to add a Compliance Fee as presented and Regent Franklin seconded this motion.

**Consideration of Approval of the Educational and General Budget for FY16** – President Utterback presented the Board with a copy of materials for the FY 2016-2017 budget for review. President Utterback highlighted several aspects of this year's budget. President Utterback also shared information about appropriations history, revenue history, expenditure history and expenditures by function and object. President Utterback commended Katherine Benton on a stellar job of conserving funds and stretching resources to balance the budget over the coming year. President Utterback recommended approval of the FY2017 Education and General Budget. Regent Franklin made a motion to accept the budget as presented and Regent Cain 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 Donaho made a motion to approve the Consent Agenda items and Regent Franklin seconded the motion. This motion was approved unanimously.

The Consent Agenda was as follows:

Approval of the following items:

FY-17 Agreements:

- Oiler park Lease - \$1
- Ascension – Athletic Insurance - \$45,520.00
- Avaya, Inc. – for Telephone System Maintenance – \$20,785.80
- Brightspace for Online Course Service – \$22,776.00
- Suddenlink – Up to \$6,506.51 per month
- Jenzebar - \$89,530.00 – To be renewed January 2017

**X. Special Presentation**

On behalf of the Regents, President Utterback made a special presentation to Seminole State College Board of Regents Chair, Karen James who completed her service as a Regent in June.

**XI. Adjournment**

There being no further business or discussion the meeting was adjourned at 2:25 p.m.

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Chair