

## Minutes

### SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING August 21, 2008

#### I. Call to Order

The Seminole State College Board of Regent's 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. All Regents were present.

#### 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 were: Patricia Cokeley, Division Chair and Dawn Hamm, Business/Accounting Instructor. Members from the TRiO offices were also recognized at the meeting. Members present from this area were: Jeanie Nix, Upward Bound Technology Specialist; Kathy Hoover, TRiO Programs Director; Patty Bland, TRiO Office Manager; Julie Parks, Upward Bound Coordinator; Jarrod Tollett, Math and Science Upward Bound Coordinator and Darren Wise, Upward Bound Coordinator. Dr. Tom Mills, Athletic Director; and Christian Morgan, Faculty Senate President were also recognized. President Utterback introduced Dr. Paul Gasparro

#### IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held July 24, 2008, Regent Wilson made a motion to approve the minutes as written and Regent Flowers 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 July 31, 2008. Regent Donaho made a motion to approve the Financial Report as presented and Regent Bradford seconded the motion. This motion was approved unanimously.

- *Report on Purchases over \$15,000 for July – 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. (See enclosed copy of the PowerPoint presentation)

*Personnel Update* – President Utterback informed the Board of several personnel changes. Whitney Seagrist has been hired as Assistant Volleyball Coach and Courtney Lee has been hired as Gear Up Advisor. Janna Manlapig has been transferred to Employment Readiness Director. Resignations have been received from Marilyn Goll, Upward Bound Coordinator and Rusty Beene, English Instructor.

*Campus Activities*– President Utterback told the Board members about several recent campus activities. These were In-Service, presentation of the 2008 Presidential Leadership Scholars, a visit from U.S. Congresswoman Mary Fallin. President Utterback informed the Board about two upcoming events: the open house and ribbon cutting for the new Seminole Nation Residential Learning Center and a Regent's Education Program to be held on October 2<sup>nd</sup>.

*Spotlight on TRiO* – President Utterback congratulated the TRiO on a successful program year and presented the Board with a short video highlighting the summer Upward Bound Program.

*SSC Educational Foundation Golf Tournament*– President Utterback informed the Board that the SSC Educational Foundation Golf Tournament will be held on Friday, September 5<sup>th</sup> at the Jimmie Austin Golf Course. Tee off time will be at 8:00 a.m. This tournament is hosted by State Senator Harry Coates and State Representative Ryan Kiesel.

*Seminole State College Annual Report* – President Utterback presented the Board members with a copy of the 2007-2008 Annual Report publication.

## **VIII. Business**

**Consideration of Approval of bid from Cole Plumbing Company** – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs that presented information about bids received for the plumbing package for the construction of the Student One-Stop-Shop. Katherine Benton and President Utterback recommended approval of the hiring of Cole Plumbing Company for this project. Regent Wilson made a motion to approve the bid from Cole Plumbing Company and Regent Bradford seconded this motion. This motion was approved unanimously.

**Consideration of Approval of bid from Ben's Electric** – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs that presented information about bids received for the electrical package for the construction of the Student One-Stop-Shop. Katherine Benton and President Utterback recommended approval of the hiring of Ben's Electric for this project. Regent Donaho made a motion to approve the bid from Ben's Electric and Regent Miller seconded this motion. This motion was approved unanimously.

**Consideration of Approval of bid from B-Cool** – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs that presented information about bids received for the mechanical package for the construction of the Student One-Stop-Shop. Katherine Benton and President Utterback recommended approval of the hiring of B-Cool for this project. Regent Bradford made a motion to approve the bid from B-Cool and Regent Miller seconded this motion. This motion was approved unanimously.

**Consideration of Approval of bid from Steven K. Fox Concrete Construction and Van Eaton Ready Mix, Inc.** – President Utterback presented the Board with a memo from Katherine Benton, Vice President for Fiscal Affairs that presented information about bids received for the concrete slab package for the construction of the Student One-Stop-Shop. Katherine Benton and President Utterback recommended approval of the hiring of Steven K. Fox Concrete Construction and Van Eaton Ready Mix, Inc. for this project. Regent Donaho made a motion to approve the bid from Steven K. Fox Concrete Construction and Van Eaton Ready Mix, Inc. and Regent Flowers seconded this motion. This motion was approved unanimously.

**Approval of Cross-Deputization Agreement** – President Utterback presented the Board with a copy of a cross-deputization agreement with Seminole Nation, the City of Seminole, City of Wewoka, Chickasaw Nation Lighthorse Police Department and the Muscogee (Creek) Lighthorse Police Department. President Utterback recommended approval of this agreement. Regent Flowers made a motion to approve the cross-deputization agreement as presented contingent upon the review and approval from Ed Cadenhead, Board Attorney. Regent Huser seconded this motion. This motion was approved unanimously.

**IX. Adjournment**

There being no further business or discussion the meeting was adjourned at 2:15 p.m.

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Roger Nansel, Chair