

## Minutes

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

#### 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 Huser and Regent Miller were absent.

Ed Cadenhead administered the Oath of Office to new member, Marilyn Bradford. President Utterback welcomed him to the Board.

#### III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to Donna Chambers, Nursing and Health Sciences Division Chair; Susan McLaughlin, Nursing Instructor; and Kelli McBride, Faculty Senate Vice President.

#### IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held June 19, 2008, Regent Flowers made a motion to approve the minutes as written and Regent Wilson 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 June 30, 2008. Regent Flowers made a motion to approve the Financial Report as presented and Regent Wilson seconded the motion. This motion was approved unanimously.

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

*June – None*

#### VI. Hearing of Delegations

None

#### VII. President's Report

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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 several personnel changes. New hires included Lorain McKay, Nursing Instructor; Jeff Jordan, Nursing Instructor; and Cheryl Woods, Veterans Upward Bound Director. Mark Dicus, Softball Head Coach resigned and Rusty Beene has asked to be relieved from his duties as Athletic Director and re-assigned as a member of the faculty. Position changes included Dr. Tom Mills, newly appointed Athletic Director; and Kristina McSweeney, newly appointed Softball Head Coach.

Campus Activities – President Utterback updated the Board on several campus activities. These were: the Temporary Assistance to Needy Families (TANF) program and the Scholars for Excellence in Childcare Program have been renewed; TRiO summer programs have been held (Claymation Movie Making Camp and the Talent Search Leadership Camp); Peek Into Engineering Summer Academy will be held on campus from July 27<sup>th</sup> – August 1<sup>st</sup>; the 2008 Summer Global Studies Trip was earlier this summer and included trips to Spain and Italy; Fall In-Service will be held August 13<sup>th</sup> – 15<sup>th</sup>; and the SSC Educational Foundation Coates-Kiesel Invitational will be held Friday, September 5<sup>th</sup>.

Campus Awards and Recognitions – President Utterback congratulated Dr. Diana Lynd on the completion of her Doctorate at the University of Oklahoma in Contemporary Issues in American Education. President Utterback also congratulated Yashanda Scruggs and Lana Reynolds for news writing awards they received at the annual Oklahoma College Public Relations Association Conference. Additionally, President Utterback informed the Board that State Representative Ryan Kiesel will be receiving the "Friend of Higher Education" Award from the Higher Education Alumni Council.

Higher Learning Commission Update – President Utterback updated the Board on the progress of the Self-Study Steering Committee on the preparations for the accreditation visit in 2009.

## **VIII. Business**

**Election of Officers** – President Utterback presented the Board with a section of the Board Policy regarding the election of officers. Regent Donaho made a motion to elect the following Regents as officers: Roger Nansel, Chair; Jon Flowers, Vice Chair; Bill Huser, Secretary. Regent Wilson seconded this motion. This motion was approved unanimously.

**Consideration of Recommendation to Hire Dr. Paul Gasparro as Vice President for Academic Affairs** – Chairman Roger Nansel made a recommendation to enter into executive session to discuss the terms of employment of Dr. Paul Gasparro as Vice President for Academic Affairs. Regent Flowers made a motion to enter into executive session and Regent Wilson seconded this motion. This motion was approved unanimously.

Regent Wilson made a motion to enter into open session and Regent Flowers seconded this motion. This motion was approved unanimously.

Regent Donaho made a motion to hire Dr. Paul Gasparro as Vice President for Academic Affairs and approve his contract as presented. Regent Flowers seconded this motion. This motion was approved unanimously.

**Acceptance of Internal Audit from BKD, LLP** – President Utterback presented the Board with a copy of the internal audit of the bursar revenue collection and bookstore inventory reports from BKD, LLP. The audit committee, consisting of Regents Nansel and Flowers, met prior to the Board meeting to discuss this audit. Regent Flowers told the other Board members that there was nothing unusual about this audit and it contained no exceptions. Regent Flowers made a motion to approve this audit as presented and Regent Wilson seconded this motion. This motion was approved unanimously.

**Consideration of Recommendation to Award Honorary Emeritus Status** – President Utterback recommended approval of awarding honorary Emeritus status to Dr. Rebecca Kennedy who recently retired from the Vice President for Academic Affairs position at Seminole State College. Regent Donaho made a motion to approve Emeritus status for Dr. Rebecca Kennedy and Regent Flowers 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 Flowers made a motion to approve the Consent Agenda items and Regent Bradford seconded the motion. This motion passed unanimously.

The Consent Agenda was as follows:

- Approval of Summit Insurance Agency Athletic Insurance Continuation Agreement - \$97,900.00
- Purchase of Metal Building for the Student One-Stop-Shop from Olympia Building Systems \$294,879 as the lowest and best bid

#### **X. Adjournment**

The meeting was adjourned at 1:40 p.m.