

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING July 23, 2009

I. Call to Order

The Seminole State College Board of Regents' regular 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.

Ed Cadenhead administered the Oath of Office to new member, Kenneth Henderson. 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 Dan Factor, Campus Police Chief and Kelli McBride, Faculty Senate President.

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held June 25, 2009, Regent Bradford 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, 2009. Regent Miller made a motion to approve the Financial Report as presented and Regent Henderson 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

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 some personnel changes. He stated that Upward Bound Coordinator Dawnette Long has resigned. New hires included Jeffrey Christiansen, Government Instructor; Christal Stevenson, English Instructor; Linda Goeller, Math Instructor; and Karan O'Dor, Upward Bound Coordinator.

Training Presentations – Dr. Utterback told the Board about training presentations on and off campus. Cornelius Gilbert came to Seminole State College to present diversity training to staff on July 2nd. President Utterback presented at the AACC Future Leaders Institute in Chicago, Illinois on July 2nd and Dr. Paul Gasparro attended the Future Leaders Institute conference.

Program Renewals – President Utterback informed the Board that several programs received notification of renewal. These included: Temporary Assistance to Needy Families (TANF), Scholars for Excellence in Child Care, GEAR UP, Upward Bound I & II, and the Math & Science Upward Bound.

Campus Activities – President Utterback presented the Board members with information about a motivational speaker who will be speaking at this year's Employee In-Service Program and invited the Board members to attend. President Utterback also told the Board that the Coates – Kiesel Invitational will be held on Friday, August 28, 2009 at the Jimmie Austin Golf Course.

Higher Learning Commission Update – President Utterback, Kelli McBride, and Dr. Gasparro updated the Board on the progress of the Self-Study Steering Committee's preparations for the Fall accreditation visit from the Higher Learning Commission. A final draft of the self-study was presented to the Board members.

VIII. Business

Election of Officers – President Utterback presented the Board with a section of the Board Policy regarding the election of officers and information about current members' terms. Regent Wilson made a motion to elect the following Regents as officers: Jon Flowers, Chair; Bill Huser, Vice Chair; and Marci Donaho, Secretary. Regent Bradford seconded this motion. This motion was approved unanimously.

Approval of Strategic Master Plan – President Utterback presented the Board with a copy of the 2009 – 2019 Strategic Master Plan. This document is a compilation of several separate plans which create one master document. President Utterback recommended approval. Regent Donaho made a motion to approve the Strategic Master Plan as presented and Regent Miller seconded this motion. This motion was approved unanimously.

Approval of the Emergency Operations Plan – President Utterback presented the Board with a copy of the Emergency Operations Plan and recommended approval. This is a requirement of the Homeland Security Program and in conjunction with Governor Brad Henry’s CLASS Task Force. Regent Flowers asked what the plan was in the event of an emergency on campus. Dr. Walck informed Regent Flowers about the alarm system. Regent Flowers urged the addition of a cross-deputized agreement with the Seminole County Sheriff’s Office in addition to the cooperative agreements the College has in place with other entities. President Utterback thanked Dan Factor for his work on this plan and his service to the College. Regent Bradford made a motion to accept the Emergency Operations Plan as presented and Regent Huser seconded this motion. This motion was approved unanimously.

Approval to Submit the Seminole State College 2009 Self-Study Report – President Utterback presented the Board with a draft copy of the 2009 Self-Study Report. This report when finalized will be sent to the Higher Learning Commission after Board approval to do so. President Utterback commended Pam Koenig, Kelli McBride and Jessica Isaacs for a great job on the Self-Study Report. Regent Donaho made a motion to authorize the College to submit the 2009 Self-Study report prepared for the Higher Learning Commission of North Central and Regent Henderson seconded this motion. This motion was approved unanimously.

IX. Adjournment

The meeting was adjourned at 2:10 p.m.

Regent Jon Flowers, Chairman