

## Minutes

### SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING July 28, 2011

#### **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 Huser, Donaho, Henderson, Miller, Wilson and Bradford.

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

President Utterback introduced visitors, administrators and staff present at the meeting. Special recognition was given to Dr. Steve Bolin, Faculty Senate President; and Dr. Mark Ames, Dean of Student Services.

#### **IV. Minutes**

There being no additions or corrections to the minutes of the regular meeting held June 23, 2011. Regent Wilson made a motion to approve the minutes as written and Regent Donaho 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, 2011. Regent Miller 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*

- BancFirst of Seminole - \$15,551.76; purchase of Euros for resale -Summer Global Studies Trip
- Apple Computer, Inc. - \$18,450.95; purchase of IT equipment for Upward Bound, TRiO grant

#### **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 several personnel items. Angelik Byrd has been hired Head Volleyball Coach and Jason Garrison, English Instructor has resigned.

*Campus Events* – President Utterback told the Board members about several campus activities. TRiO Talent Search program grants have been awarded. Talent Search West, which is a new grant, will serve 500 students grades 6-12 from: Dale, Earlsboro, Macomb, Maud, McLoud, Shawnee and Tecumseh. Talent Search Central, an existing grant that has been renewed, will serve 700 students from: Bowlegs, Butner, Justice, New Lima, Paden, Sasakwa, Seminole, Strother and Varnum. These two grants will total \$2,664,160 over a five-year period. The Temporary Assistance to Needy Families grant (TANF) has been renewed for the upcoming year. Lynette Gomez, Student Government President, has been selected to serve on the Student Advisory Board for the Oklahoma State Regents for Higher Education. Training for SSC staff was held on July 21<sup>st</sup>. Dr. Mac McCrory, Andrew Speno and Dr. Kenneth Eastman were speakers at this event. Dustie Butner, Public Relations Coordinator and Lana Reynolds, Vice President for Institutional Advancement were recipients of awards at the annual OCPRA conference. President Utterback gave the Board Members an update on the north pond project. Classes will begin on August 15<sup>th</sup>.

## **VIII. Business**

*Election of Officers* – President Utterback presented the Board with the section of the Board Policy regarding the election of officers and information about current members' terms. The Governor of Oklahoma has not appointed a new Regent for Seminole State College at this time, therefore, Regent Huser will remain on the Board of Regents until a new Regent has been selected and confirmed. Regent Bradford made a motion to elect the following Regents as officers: Marci Donaho, Chair; Jeff Miller, Vice Chair; and David Wilson, Secretary. Regent Henderson seconded this motion. This motion was approved unanimously.

*Approval of Internal Audit of Miscellaneous Claims* – President Utterback presented the Board with a copy of the Internal Audit of Miscellaneous Claims. The Audit Committee, consisting of Regents Donaho, Huser and Miller, met before the regular Board Meeting to discuss this audit. Regent Huser stated that there were no exceptions to this audit and recommended approval. Regent Huser made a motion to accept the audit as presented. Regent Miller seconded this motion. This motion was approved unanimously.

**Approval of Internal Audit of Global Studies** – President Utterback presented the Board with a copy of the Internal Audit of Global Studies. The Audit Committee, consisting of Regents Donaho, Huser and Miller, met before the regular Board Meeting to discuss this audit. Regent Huser made a motion to accept the audit as presented. Regent Bradford seconded this motion. This motion was approved unanimously.

**Approval of Internal Audit of Credit Card Purchases** – President Utterback presented the Board with a copy of the Internal Audit of Credit Card Purchases. The Audit Committee, consisting of Regents Donaho, Huser and Miller, met before the regular Board Meeting to discuss this audit. Regent Huser stated that there were no exceptions to this audit and recommended approval. Regent Huser made a motion to accept the audit as presented. Regent Henderson 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 this item. Regent Miller made a motion to approve the Consent Agenda items and Regent Donaho seconded the motion. This motion was approved unanimously.

The Consent Agenda was as follows:

Approval of the following items:

- OKHEE Insurance Agreement Amendment
- Approve Annual Contracts:
  - ✓ Oiler Park Agreement
  - ✓ Athletic Insurance Agreement with Mutual of Omaha

**X. Adjournment**

There being no further business or discussion the meeting was adjourned at 2:11 p.m.

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Marci Donaho, Chair