

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING October 23, 2014

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 Adams was absent.

III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Special recognition was given to members of the Social Sciences Division. Members present include: Marta Osby, Bill Knowles, Jeffrey Christiansen, Mona Ridley, Holly Cantrell, Kendall Rogers, Dr. Steve Bolin, Carol Parker, and Steve Hendrix.

IV. Minutes

Regent James made a motion to approve the minutes as presented and Regent Cain seconded the motion. This motion was approved unanimously.

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 September 30, 2014. Regent Morgan made a motion to approve the Financial Report as presented and Regent Donaho seconded the motion. This motion was approved unanimously.

- *Report on Purchases over \$15,000 for August - None*
- *Report on Purchases over \$15,000 for September*
 - \$17,482.50; MBS Textbook Exchange Inc.; Purchase for Resale, Bookstore
 - \$72,516.75; Pearson Education; Purchase for Resale, Bookstore
 - \$18,095.57; McGraw Hill Global Education; Purchase for Resale, Bookstore
 - Pearson Education - \$67,466.96; Bookstore; Purchase for Resale

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 several personnel changes since the October meeting. Corey Quiett has been promoted to Registrar. Kristin Dunn was promoted to the Coordinator of Media Relations and Carey Phariss was promoted to Residence Hall Manager. Resignation letters were received from Mona Ridley, Associate Professor of Psychology; Yashanda Scruggs, Director of Student Support Services and Danny Zarella, GEAR UP/IT Specialist.

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

- + SSC Faculty and Staff participated in the ALS Ice Bucket Challenge on September 5th
- + Theran Hernandez was inducted into the Seminole High School Hall of Fame
- + Kendall Rogers and Yasminda Choate presented at the Rural Community College Alliance annual national conference
- + The Medical Laboratory Technology Program had a successful accreditation visit
- + The President's Leadership Class visited the OU Children's Hospital
- + President Utterback, Larry Smith, Lana Reynolds and Regent Cain attended the Oklahoma State Chamber Annual Washington, DC Fly-In
- + Regents Morgan, Cain, James and Franklin participated in the Regents Education Program Training on September 25th
- + The SSC Classified Staff members attended the OACC Staff Training in Midwest City on October 9th
- + SSC Students Sierra O'Dell and Chris Marshall will be part of the OACC Study Abroad Program
- + SSC Employees Robin Crawford, Secretary for Athletics and Business Information Division, and Christal Stevenson, Associate Professor of Psychology and English Instructor, were honored by the Seminole Chamber of Commerce
- + A retirement reception was held for long-time Nursing Instructor, Dr. Jorge Neuhaus
- + The President updated the Board on the successes of the SSC Tennis Teams
- + Groundbreaking ceremony for the Dan and Andrea Boren Center was held on October 22nd
- + The Board was informed that Mechell Downey was participating in the annual ACCT Leadership Congress in Chicago, Ill – Where she is assuming the presidency of the Professional Board Staff Network.

VIII. Business

Review and Approval of the FY14 External Audit conducted by Hinkle & Company, PLLC – President Utterback presented the Board with a copy of the FY14 Seminole State College external audit conducted by Hinkle & Company, PLLC. The Audit Committee, consisting of Regents Bradford and James, met before the meeting to review this audit. Jim Hinkle with Hinkle & Company, PLLC gave an overview of the audit and stated the firm is issuing an unqualified opinion. Regent Bradford and Regent James commended Vice President Benton and her staff on a good audit. Regent Chair Bradford discussed a need for planning regarding low cash balances. James made a motion to approve the FY14 external audit as presented and Regent Morgan 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 Morgan seconded the motion. This motion was approved unanimously.

- Program Modification to the Associate in Science in Business
- Program Modification to the Associate in Science in Computer Science

X. Adjournment

There being no further business or discussion the meeting was adjourned at 2:05 p.m.

Marilyn Bradford, Chair

Seminole State College Board of Regents Regular Meeting

October 23, 2014

Enoch Kelly Haney Center

Board Room

Personnel Update:



Corey Quiett
Promoted to Registrar



Kristin Dunn
Promoted to Coordinator of
Media Relations



Carey Phariss
Promoted to Residence
Hall Manager

Resignations received from:

Mona Ridley – Associate Professor of Psychology
Yashanda Scruggs – Director of Student Support Services
Danny Zarella – GEAR UP/IT Specialist

Seminole State College
Ice Bucket Challenge
September 5th



Theran Hernandez – Talent Search Advisor

Inducted into the Seminole High School
Alumni Hall of Fame



Faculty Present at National Conference



Kendall Rogers
Assistant Professor of Psychology

Yasmina Choate
Assistant Professor of English

Medical Laboratory Technology Program Accreditation Visit



President's Leadership Class visits Children's Hospital



Oklahoma State Chamber DC Fly-In



Regents Education Program Training

Regents Morgan, Cain, James and Franklin
attended September 25th REP in Oklahoma City

15 Hours Required of Continuing Education Required
2 of these need to be in Ethics

People, Purpose and Passion

Classified Staff Attend OACC Training



OACC Study Abroad Program



SSC Students Sierra O'Dell and Chris Marshall



SSC Employees Honored at Seminole Chamber Forum



Robin Crawford
Secretary – Athletics/Business
Information Systems Division



Christal Stevenson
Associate Professor of
Psychology/English
Instructor

Long-time Nursing Instructor Dr. Jorge Neuhaus Retires



SSC Tennis Champion



Trojan Guy Iradukunda wins
the NJCAA National Singles
Championship in
South Carolina

SEMINOLE STATE COLLEGE
 invites you to join major sponsors
THE CHICKASAW NATION, THE SEMINOLE NATION
 and
DAN AND ANDREA BOREN
 at a
Historic Ground Breaking
of the
DAN AND ANDREA BOREN CENTER
WEDNESDAY
OCTOBER 22, 2014
 10:30 a.m.



Foundation Hall
 Inside the Enoch Kelly Haney Center
SEMINOLE STATE COLLEGE
 2701 Boren Boulevard, Seminole, Oklahoma

NETWORK NEWS
 FALL 2014

INTERFACE

A PUBLICATION OF THE COMMUNITY COLLEGE PROFESSIONAL BOARD STATE NETWORK IN COOPERATION WITH THE ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Opportunity Awaits You in Chicago

By Mitchell Downey, Seminole State College, OKLA.

THREE YEARS AGO, WHEN PAM PERKINS OF SEWARD COUNTY Community College (near Technical School in Kansas) approached me about running for a Professional Board Staff Network office, I was scared and rather apprehensive. What could I possibly bring to the group? I know little about this organization at that point, but I recognized that it was an opportunity. In fact, it was an incredible opportunity to learn a lot from this great group of people. I learned very quickly that PBN members are an invaluable source of information. Whatever problem may arise that pertains to board meetings, board meetings, or just in the office setting, someone in this group has experienced that same problem and can help.

This network has assisted me in many ways. A year ago, I needed to purchase a new recording system for the board meetings at Seminole State College. The recording device that I had was over 20 years old. I called this group and found a great new system. That is only one example of something from this network — your peers and fellow PBN members. I encourage you to utilize this group as much as you can. We are here to assist you.

As I begin my new opportunity as the incoming president of PBN, I am thinking about what I have to offer this group. I have big shoes to fill after Debbie Norka steps down. My hope is to encourage others to become involved, and with the help of my

executive committee and PBN members, to plan an informative and helpful session for the 2015 ACCT Leadership Congress in San Diego.

A little about me: I grew up in a very small town in Oklahoma called State Local 149 people, one husband, and one old (grand) and didn't migrate too far. I currently live in Seminole, Oklahoma, about 20 miles away. I love the small town, laid back atmosphere. I am currently the administrative assistant to the president and the secretary for the Seminole State College Board of Regents. I attended Seminole State College at the age of 22, but did not finish my degree at that time. I fell in love with my high school sweetheart.

When I started at Seminole State College 14 years ago, the current vice president for academic affairs encouraged me to finish my degree. I did, and I continued my education at Rogers State University in Claremore, Oklahoma. I am very thankful for the encouragement I have received from my employees. Seminole State College strives to help our students and

employees succeed and complete their educational goals. As I pursued my associate and bachelor's degrees, I felt that encouragement. I firmly believe that community colleges are invaluable to students everywhere.

Our mission at Seminole State College is "Seminole State College empowers people for academic success, personal development, and lifelong learning." This mission statement sums up my experience as a student and employee at Seminole State College. I would not have been successful without such a great support system of my supervisors and colleagues, and undoubtedly, such great opportunities with PBN.

Please embrace the opportunity to be part of this group during this fall ACCT Leadership Congress in Chicago by attending the "Meet & Greet" and the three-hour informative session which is part of the main conference. Thank about running for an executive committee position. This is your opportunity. I hope to see you in Chicago!

42 FALL 2014 TRUSTEE QUARTERLY

NETWORK NEWS
 FALL 2014

INTERFACE

A PUBLICATION OF THE COMMUNITY COLLEGE PROFESSIONAL BOARD STATE NETWORK IN COOPERATION WITH THE ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

WINDS OF CHANGE

OCT 22-25, 2014

CHICAGO

Keeping You Connected

PBSN
 Professional Board Staff Network

ACCT
 Association of Community College Trustees

PBSN Meet & Greet
 Oct. 22, 7:30 pm

Open House for PBN
 Oct. 22, 8:00 pm

PBN Annual Professional Development Workshop
 Oct. 23, 1:00 - 4:45 pm

Business Meeting
 Oct. 24, 8:45 - 11:00 am

Join us for the annual business meeting
 where members of ACCT, the Professional Board Staff Network regional associations, and the National Board Staff Network will be discussing important issues relevant to community college trustees.

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 where members of ACCT, the Professional Board Staff Network regional associations, and the National Board Staff Network will be discussing important issues relevant to community college trustees.

Professional Board Staff Network
 312 Jackson North Road
 Westborough, MA 01581
 Tel: 508-853-2000
 Fax: 508-853-2001
 Email: pbsn@pbsn.org

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Item A

Review and consider approval of the
FY14 external audit conducted by
Hinkle & Company, PLLC

Consent Agenda:

Approval of the following items:

- Program Modification to the Associate in Science in Business
- Program Modification to the Associate in Science in Computer Science

Seminole State College Board of Regents Regular Meeting

October 23, 2014

Enoch Kelly Haney Center

Board Room