

TULSA COMMUNITY COLLEGE
Regular Meeting of the Tulsa Community College
Board of Regents
Thursday, November 19, 2015
Northeast Campus, Room 1315
3727 East Apache
Tulsa, Oklahoma
3:00 p.m.

A G E N D A

I. ROLL CALL

A. Roll Call

II. OLD BUSINESS

A. Approval of the Minutes for the Regular Meeting of the Tulsa Community College Board of Regents held on Thursday, October 15, 2015.

B. Carry Over Items

III. NEW BUSINESS

A. Informative Report

1. TCC in the News
2. Verbal Report
3. Student Success Update

B. Academic & Policy Report

1. Changes in Academic Programs
2. Submission of Purchases to the Board of Regents for Approval and Reporting Other Purchases
3. Acceptance of the Academic Program Review Reports for 2015

C. Community Relations Report

D. Personnel Report

1. Information Items

III. NEW BUSINESS (continued)

2. Consent Agenda

- a. Recommendation for Approval of Professional Staff Appointments
- b. Retirement of Professional Staff Member

3. TCC 457(b) Plan Administrative Committee & Chair Appointments

E. Construction & Parking Report

F. Financial Report

1. Recommendation Regarding Purchase Item Agreements

- a. Ratification for Purchase of Furniture

2. Monthly Financial Report for October 2015

G. Other New Business

H. Persons Who Desire to Come Before the Board

Any person who desires to come before the Board shall notify the Board Chairman in writing at least twelve (12) hours before the meeting begins. The notification must advise the Chairman of the nature and subject matter of their remarks. All persons shall be limited to a presentation of not more than two minutes.

I. Executive Session

[Proposed vote to go into executive session Pursuant to Title 25 Oklahoma Statutes, Section 307(B)(4), for confidential communications between a public body and its attorneys concerning pending investigations, claims or actions.]

- 1. Confidential Report by College Legal Counsel Concerning Pending Litigation, Investigations and Claims.

IV. ADJOURNMENT

Next Meeting Date:

The next regular meeting of the Tulsa Community College Board of Regents will be held on Thursday, January 21, 2016, 3:00 p.m., in Room 1320 of the Southeast Campus, 10300 East 81st Street, Tulsa, Oklahoma.

I. ROLL CALL
November 19, 2015

I. ROLL CALL

A. Roll Call of the Tulsa Community College Board of Regents

At the regular meeting of the Tulsa Community College Board of Regents held Thursday, November 19, 2015, at Northeast Campus, the following attendance was recorded:

	<u>PRESENT</u>	<u>ABSENT</u>
Larry D. Leonard, Chairman	_____	_____
Paul H. Cornell, Vice Chairman	_____	_____
Robin F. Ballenger, Secretary	_____	_____
Martin D. Garber, Jr., Member	_____	_____
Ronald S. Looney, Member	_____	_____
William R. McKamey, Member	_____	_____
TOTAL	_____	_____

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

II. OLD BUSINESS
Approval of the Minutes
November 19, 2015

II. Old Business

A. Approval of the Minutes for the Regular Meeting of the Tulsa Community College Board of Regents held on Thursday, October 15, 2015.

It is the recommendation of the administration that the Minutes for the meeting of the Tulsa Community College Board of Regents held on Thursday, October 15, 2015, be approved as presented.

MOTION: _____

SECOND: _____

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

II. OLD BUSINESS
Carry Over Items
November 19, 2015

B. Carry Over Items

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Informative Report
November 19, 2015

III. New Business

A. Informative Report

1. TCC in the News – President Goodson
2. Verbal Report – President Goodson
3. Student Success Update – Dr. Cindy Hess

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Academic & Policy Report
November 19, 2015

B. Academic & Policy Report

1. Changes in Academic Programs

It is the recommendation of the Academic & Policy Committee that the following program changes be approved.

New Programs/Options:

- Aircraft Dispatch Certificate – New program.
This new certificate combines courses from our existing aviation programs with two new courses (seven credit hours) to create a 17-hour certificate. Students who have completed our Air Traffic Control AAS will need only complete these two courses to obtain the certificate. A Professional Pilot student will need these two courses along with our Aviation Meteorology course to be awarded the certificate.

(continued next page)

MOTION FROM ACADEMIC & POLICY COMMITTEE FOR APPROVAL

NO SECOND NEEDED

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Academic & Policy Report
November 19, 2015

1. Changes in Academic Programs (continued)

Reason: This certificate provides aviation students with an additional career path which is especially beneficial to Air Traffic Control graduates who may 'age out' at 31 before being accepted into the FAA Academy.

Program/Option Deletions/Suspensions:

- Diagnostic Medical Sonography Certificate – Suspend program.
Reason: This program was new in the 2014-2015 academic year. All Diagnostic Medical Sonography students opted to major in the AAS degree so there were no enrollments in the certificate last year. It will be suspended while the viability and need for a certificate is re-evaluated.
- Digital Media, Certificate – Delete all options. Reduce total credit hours from 37 to 22.
Reason: Students have not been enrolling or graduating with the Certificate. In the revised certificate, the core courses for the AAS in Digital Media will be retained along with controlled electives selected from key courses in each of the degree options. This will provide students with a stackable credential that will give them the courses needed for a beginning career in Digital Media and the option of applying those credits to the AAS when they are ready for advanced studies and/or career advancement.
- International Language Certificate and Foreign Language AA, German option: Delete option.
Reason: Low enrollment and lack of full-time faculty.

Other Program/Option Requirement Changes:

- Biotechnology, AS: Move CHEM 2145 Organic Chemistry from required courses to controlled electives. Reduction in total credit hours from 67-62.
Reason: Students who take our Organic Chemistry and transfer to OSU must repeat the course because they teach it at the 3000 level.
- Diagnostic Medical Sonography, AAS: Remove DMS 2101 Medical Communication from curriculum. Lower lecture/credit hours in DMS 1224 Neurosonography & Small Parts Ultrasound by one credit hours. Reduction in total credit hours from 71 to 69.

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Academic & Policy Report
November 19, 2015

1. Changes in Academic Programs (continued)

Reason: To make adjustments in curriculum for this new program which began in the 2014-2015 academic year based on faculty feedback.

- Digital Media, AAS – Remove ART 2413 Typography I and ART 2423 Graphic Design I from the core courses required for this degree and move them to relevant options. Add two new JRMC courses – Voice and Articulation and Principles of Broadcasting and Electronic Media – to the Broadcast, Radio, and Multimedia Reporting Specialist options. No change in total credit hours.

Reason: The two core courses noted above are not relative to the Broadcast, Radio, and Multimedia Reporting Specialist options so they were moved from core to the appropriate options and the two new courses were added to support these three broadcasting-related options.

- Information Technology Certificate and AAS, Programming option: Add CSYS 2613 C# Programming to the required courses for this program and add a new course, CSYS 2783 Advanced C# Programming as a controlled elective. Realign required courses and controlled electives. No change in total credit hours.

Reason: To make the program more relevant to employer needs based on current trends in technology.

- Information Technology AAS, Systems Support Technician option: Add two new courses, CSYS 2943 Windows Server Advanced Administration and CSYS 2953 Windows Server Advanced Services. Remove controlled electives and make all information technology courses required. Increase total credit hours from 60 to 63. Reason: To better prepare our students for the Microsoft MCSA (Microsoft Certified Solutions Associate) certification which will give them an advantage in the labor force.

- Radiography, AAS: Add a new course, RADT 1211 Introduction to Radiography Laboratory, and adjust lecture and/or clinical hours in three other RADT courses. Total credit hours reduced from 72 to 70.

Reason: Changes are required for JCERT accreditation compliance.

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Academic & Policy Report
November 19, 2015

B. Academic & Policy Report

2. Submission of Purchases to the Board of Regents for Approval and Reporting Other Purchases

After reviewing the policy related to the Expenditure Policy for all items of \$20,000 and Over, Master Leases, Construction Contracts, and Purchases of Real Property, the administration and the Tulsa Community College Board of Regents Academic & Policy Committee recommends that the policy be revised and updated as per attached.

Attachment 1: Proposed and Revised Policy Statement

Attachment 2: Current Policy Statement

MOTION FROM ACADEMIC & POLICY COMMITTEE FOR APPROVAL

NO SECOND NEEDED

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

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Secretary, TCC Board of Regents

| Submitting purchases to the Board of Regents for Approval and Reporting Other Purchases

Separate and apart from the policies and procedures governing competitive bidding policy and processing by the Purchasing Department, the following conditions govern those purchases that must be submitted to the Board of Regents for prior approval, those purchases that must be reported to the Board of Regents at least quarterly, and those purchases that are exempt from either the approval or reporting requirements. The dollar limitations are on a per-transaction basis and are not cumulative.

- Purchases over \$100,000 must be submitted to the Board of Regents for prior approval; sole source purchases in this category must be identified as such; changes that would increase the financial obligation of the College by more than 15% must be submitted to the Board of Regents for approval.
- Purchases above \$50,000 but not exceeding \$100,000 must be submitted to the Board of Regents as consent agenda items; sole source purchases in this category must be reported separately and identified as such.
- Purchases above \$10,000 but not exceeding \$50,000 must be reported to the Board of Regents Finance Committee at least quarterly; sole source purchases in this category must be reported separately and identified as such.
- Any agreement or obligation that would establish or make policy for the College, or would otherwise involve substantial or significant expenditures must be submitted to the Board of Regents for approval.
- Purchases by College departments from College Auxiliary Enterprises or Service Units are exempt from the approval and reporting requirements.
- Purchases of products, services, and utilities for resale, including minor operating supplies consumed in the resale process, by College Auxiliary Enterprises or Service Units or other College units engaged in the resale of products or services in accordance with their mission, are exempt from the approval and reporting requirements.
- Acquisition contracts that merely establish unit prices, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$100,000 annually.

- The purchase of utilities such as water, gas and electric are exempt from the approval and reporting requirements.
- Subcontract and sub recipient agreements and the related orders issued pursuant to sponsored grants or contracts that have been ratified by the Board of Regents are exempt from the approval and reporting requirements.
- Purchases on leases or other agreements under the Oklahoma State Regents For Higher Education Master Lease Program (61 O.S. Section 3206-3206b), and public construction contracts that require competitive bidding under Public Competitive Bidding Act (61 O.S. Section 101 et seq.) are exempt from the approval and reporting requirement.
- The Board of Regents grants to the President the authority to enter into agreements for the purchase of real property for Tulsa Community College, in consultation with the Building and Grounds Committee of the Board. [P1]The approval or ratification of the Board of Regents of Tulsa Community College will be necessary on all real property purchase agreements[C2].
- The President has the authority to contract for service of less than \$100,000 per provider each fiscal year of legal, accounting, consulting, real estate agency, or similar professional services and is exempt from the approval and reporting requirements.

[C3]

5112 Expenditure Policy for all Items of \$20,000 and Over, Master Leases, Construction Contracts, and Purchases of Real Property.

The approval of the Board of Regents of Tulsa Community College will be necessary for all expenditures of supplies, materials, and equipment being purchased from budgeted funds in the amount of \$20,000 and over. In addition, approval of the Board of Regents of Tulsa Community College will be necessary on leases or other agreements under the Oklahoma State Regents for Higher Education Master Lease Program (61 O.S. Section 3206-3206b), and public construction contracts that require competitive bidding under the Public Competitive Bidding Act (61 O.S. Section 101 et seq.).

The approval or ratification of the Board of Regents of Tulsa Community College will be necessary on all real property purchase agreements. The Board of Regents grants to the President the authority to enter into agreements for the purchase of real property for Tulsa Community College, in consultation with the Construction Committee of the Board.

Adopted: February 11, 1970
Revised: November 11, 1970
Revised: March 21, 1973
Revised: August 13, 1980
Revised: October 9, 1991
Revised: March 19, 2003
Revised: February 14, 2013

III. NEW BUSINESS
Academic & Policy Report
November 19, 2015

B. Academic & Policy Report

3. Acceptance of the Academic Program Review Reports for 2015

The Oklahoma State Regents for Higher Education policy states, "Each program review report must be submitted to the institutional governing board prior to submission to the State Regents..."

MOTION FROM ACADEMIC & POLICY COMMITTEE FOR APPROVAL

NO SECOND NEEDED

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

CERTIFICATION:

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

Tulsa Community College	
Child Development Certificate (program code 206) with options in: Credential Prep CDA, Child Development Certificate of Mastery, and Infant Toddler Certificate of Mastery (now program code 358)	
Date of Review: 09/15/2015	Recommended Date of Next Review: 2020
<p>Centrality to Institutional Mission: Tulsa Community College betters its community through the intellectual achievement, creative energy, and responsible citizenship of its students, faculty, and staff by their engagement in teaching, learning, and service opportunities that transform and enrich lives. Tulsa Community college commits to innovative, flexible, and affordable public higher education that responds to a dynamic global environment. The CHLD program provides degree plans that are designed for students to advance and move seamlessly from the beginning level CDA to the Certificate of Mastery to an Associate of Applied Science degree with courses from the previous program building into the next level without the loss of course or credit hours. All programs from the Certificate of Mastery to the Associate of Science are firmly grounded in the NAEYC standards. The Youth Development Certificate of Mastery was suspended effective for the 2014-2015 calendar year due to low enrollment.</p>	
<p>Program Objectives and Goals: The goal of the CDA degree plan is to prepare students to successfully take the National CDA exam and receive the CDA credential. The goals of the Child Development Certificate of Mastery and Infant Toddler Certificate of Mastery are 1) to prepare students for entry level child care positions that also enable them to gain additional financial reward for college level coursework and 2) support the quality of the child care work force in Tulsa and surrounding counties.</p>	
Productivity for Most Recent 5 Years	<p>Number of Certificates Awarded: 420 or 84 per year.</p> <p>Number of Majors: Child Development Certificate of Mastery: 244 headcount fall or 48.8 average/year fall; CDA Credential: 129 headcount fall or 25.8 average year/fall; Infant Toddler Certificate of Mastery: 18 headcount fall or 3.6 average year/fall.</p>

<p>Quality Indicators</p>	<ul style="list-style-type: none"> • Certificate of Mastery students take courses that have key assessments that are aligned to the NAEYC standards. • CDA course work is approved by the National Council on Professional Recognition. All CDA students complete a professional portfolio as part of their CDA training which is a CDA credential program requirement. • Faculty who teach distance learning courses are certified in Quality Matters. Faculty participated in ongoing professional development activities over the review period including both attending and presenting at local, state, and national conferences. • The faculty is collocated in the Science and Math Building at TCC’s West Campus. Courses are taught in designated classrooms on West Campus and have state of the art teaching technology. Teachers who were enrolled in the Infant Toddler Certificate of Mastery Program were required to participate in a 33 hour laboratory experience in our NAEYC accredited child development center. • The Child Development Program recently went through a NAEYC program re-accreditation. Although the Infant Toddler Certificate of Mastery and Child Development Certificate of Mastery were not part of the reaccreditation process many of the courses were part of these NAEYC accredited degrees and were subject to the review process. • The Child Development program has the capacity to expand these course offerings. The Child Development Advisory Board has provided guidance on course offerings and degree plans over the review period.
<p>Other Quantitative Measures</p>	<p>Number of Courses for Major: The Certificate of Mastery programs require 18 credits with 15 hours of specialized credit hours. The CDA program requires 9 hours of specialized credits.</p> <p>Student Credit hours in major 6,187 for the five year period</p>
	<p>Credit hours generated: 13,795 for the five year period.</p> <p>Faculty Roster: Lisa Leifield, Deborah Deibert, Kymberly Daniels, Belinda McGee, Dawn Parton</p> <p>Employment Information Information is not available.</p>

<p>Duplication and Demand</p>	<p>Duplication and Demand: There was no duplication of courses within TCC. Evidence indicates there is strong industry demand for the Certificate of Mastery degree and CDA credential.</p>
<p>Effective Use of Resources</p>	<p>The college is currently reviewing the program costs for each program the college offers and is developing a formula to calculate the costs. At the time of this program report submission, the program cost was not available.</p>
<p>Strengths and Weaknesses</p>	<p>Strengths: The NAEYC 2015 Reaccreditation Decision Report indicated the following strengths of the Child Development Program:</p> <ul style="list-style-type: none"> • Learners have varied and numerous opportunities that provide a wide variety of appropriate experiences for the students. • Alignment to the standards has been a strength of the program. • Focus on continuous improvement through expansion of the program conceptual framework • Addressing the needs of program stakeholders • Students currently working in community child care programs while they are taking child development courses support child care program quality through enhancement of their skills. • The Child Development Advisory Board is supportive of the program and indicates that program staff meet industry expectations <p>Weaknesses:</p> <ul style="list-style-type: none"> • The NAEYC Reaccreditation report identifies that data analysis should be strengthened. The Child Development has strengthened this component through disaggregation of data by standard in addition to program degree. This information will be submitted in the Child Development NAEYC Annual Report due March 31, 2016. • CDA and Certificate of Mastery courses have been not been offered at all TCC campuses.

Tulsa Community College	
AS – Business Administration (program code 003) with options in Accounting, Business Administration, Business Education, Economic and Management; Aviation Logistics; Health Care Business Operations; Hospitality Management; and Management Information Systems	
Date of Review: 09/18/2015	Recommended Date of Next Review: 2020
Centrality to Institutional Mission: Tulsa Community College betters its community through the intellectual achievement, creative energy, and responsible citizenship of its students, faculty, and staff by their engagement in teaching, learning, and service opportunities that transform and enrich lives. Tulsa Community College commits to innovative, flexible, and affordable public higher education that responds to a dynamic global environment. In direct correlation with the mission of the college, the mission of the Business program is to educate, inform, and build an interdisciplinary skill set within the scope and practice of the business world. The programs nurture the development of the whole student by providing a well-rounded selection of business related courses. Student success via transfer to and completion of a baccalaureate degree program is the goal of the Business Administration program.	
Program Objectives:	
<p>Goal 1. Prepare students to transfer to a business program at a four-year college or university.</p> <p>Goal 2. Ensure that the degree programs results in seamless and successful transfer to four-year receiving institutions.</p> <p>Goal 3. Develop, implement and evaluate a process that assures students successfully persist in all business courses.</p>	
Quality Indicators	<ul style="list-style-type: none"> • Annual student evaluations provide feedback between students, faculty and administration. • Faculty has access to support services that provide the necessary tools to assist them in being effective in their courses. • Advisory Boards meet every year to evaluate curriculum of the program and make any necessary recommendations. • Courses are presented in numerous effective learning formats.
Productivity for Most Recent 5 Years	<p>Number of Degrees Awarded: <u>2037 or 407.4 per year</u></p> <p>Number of Majors: <u>9727 headcount fall or 1945.4 average/year fall</u></p>

<p>Other Quantitative Measures</p>	<ul style="list-style-type: none"> • Degree programs require completion of 60-64 hours with 42 of those hours directly related to the selected option. • Full-time faculty members included: Lindsey Barbour, C. Andrew Ford, Chelsey Gipson-Smith, Yvonne Goolsby, David Matthews, S. Molly McFadden-May, Michael McRuiz, Diana Porneala, Noah Singer, Michael Speck, Kathy Stotts, Ted Ward, Jim Maxson, Melinda Smith, Jeffrey Horvath, Travis White, Jennifer Dillard, Jim O’Mealey, Kathy McAnally, Randy Harvey, Warren Graham, Gary Keck, Jeff Holt, Anthony O’Connor, Mary Broyles, Jerrilyn Eisenhauer, Gary Miller, Bud Turman.
<p>Duplication and Demand</p>	<p>Evidence of a strong student demand for Business program and of a strong demand for program graduates at four-year institutions.</p>
<p>Effective Use of Resources</p>	<p>The college is currently reviewing the program costs for each program the college offers and is developing a formula to calculate the costs. At the time of this program report submission, the program cost was not available.</p>
<p>Strengths and Weaknesses</p>	<p>Strengths: (1) The faculty is highly skilled and continues to assess and refine course offerings to meet requirements of receiving institutions. (2) Course offerings are presented in a variety of formats, locations and times. (3) The most up-to-date software is used in the courses.</p> <p>Weaknesses: (1) Due to the high turnover in student advisement, it is a challenge to keep advisors current with the ever-changing curriculum and courses being offered in the Business programs. (2) Marketing of the various Business Options should be done in a more timely manner and with more consistency.</p>
<p>Recommendations</p>	<ul style="list-style-type: none"> • Maintain industry standard software in the teaching/learning environment. • Provide necessary equipment for the classrooms. • Provide faculty with funds and opportunities for professional development.

Tulsa Community College	
AAS – Business (program code 153) with options in Administrative Careers, Health Care Business Operations, and Hospitality Management	
Date of Review: 09/18/2015	Recommended Date of Next Review: 2020
<p>Centrality to Institutional Mission: Tulsa Community College betters its community through the intellectual achievement, creative energy, and responsible citizenship of its students, faculty, and staff by their engagement in teaching, learning, and service opportunities that transform and enrich lives. Tulsa Community College commits to innovative, flexible, and affordable public higher education that responds to a dynamic global environment. In direct correlation with the mission of the college, the mission of the Business program is to educate, inform, and build an interdisciplinary skill set within the scope and practice of the business world. While a large portion of our students enroll in one or more courses as de facto professional development, the four AAS options of this program prepare students for immediate employment in their chosen field.</p>	
<p>Program Objectives: The AAS Business programs prepare students for careers in entry-level business positions. Goal 1. Prepare students for careers in entry-level business positions. Goal 2. Develop, implement and evaluate a process that assures students successfully persist in all business courses. Goal 3. Develop, implement and evaluate a process that assures graduates of the Business program Administrative Careers Option complete 180 hours of internship.</p>	
Quality Indicators	<ul style="list-style-type: none"> • Annual student evaluations provide feedback between students, faculty and administration. • Faculty has access to support services that provide the necessary tools to assist them in being effective in their courses. • Advisory Boards meet every year to evaluate curriculum of the program and make any necessary recommendations. • Courses are presented in numerous effective learning formats.
Productivity for Most Recent 5 Years	<p>Number of Degrees Awarded: <u>87</u> or 17.4 per year</p> <p>Number of Majors: <u>2,226</u> headcount fall or 445.2 average/year fall</p>

<p>Other Quantitative Measures</p>	<ul style="list-style-type: none"> • Degree programs require completion of 60 hours with 24 of those hours directly related to the selected option. • Full-time faculty members include: Barbour, Lindsey, Broyles, Mary, Ford, Charles "Andrew", Dillard, Jennifer, Eisenhauser, Jerrilyn, Gipson Smith, Chelsey, Goolsby, Yvonne, Graham, Warren, Harvey, Randy, Holt, Jeff, Horvath, Jeffrey, Keck, Gary, Matthews, David, Maxson, Jim, McAnally, Kathy, McFadden-May Susan, McRuiz, Michael, Patz, Mark, Porneala, Diana, Singer, Noah, Smith, Melinda, Speck, Michael, Stotts, Kathy, Ward, Ted, White, Travis.
<p>Duplication and Demand</p>	<p>Evidence of a strong student demand for Business program and of a strong employer demand for interns and graduates of the program exist.</p>
<p>Effective Use of Resources</p>	<p>The college is currently reviewing the program costs for each program the college offers and is developing a formula to calculate the costs. At the time of this program report submission, the program cost was not available.</p>
<p>Strengths and Weaknesses</p>	<p>Strengths: (1) The faculty is highly skilled and continues to assess and refine course offerings to meet industry standards and advisory boards recommendations. (2) Course offerings are presented in a variety of formats, locations and times. (3) The most up-to-date software is used in the courses.</p> <p>Weaknesses: (1) Due to the high turnover in student advisement, it is a challenge to keep advisors current with the ever-changing curriculum and courses being offered in the Business programs. (2) Marketing of the various Business Options should be done in a timelier manner and with more consistency. (3) A significant percentage of the 2,226 majors enroll for the purposes of taking one or more courses, with no intention of obtaining a degree.</p>
<p>Recommendations</p>	<ul style="list-style-type: none"> • Maintain industry standard software in the teaching/learning environment. • Provide necessary equipment for the classrooms. • Provide faculty with funds and opportunities for professional development.

Tulsa Community College	
Accounting Certificate (program code 173) with Accounting Specialist, Accounting Software Application Specialist, Income Tax Specialist, and Payroll Administration Specialist options; Accounting Assistant (program code 096 –current suspended)	
Date of Review: 09/18/2015	Recommended Date of Next Review: 2020
<p>Centrality to Institutional Mission: Tulsa Community College betters its community through the intellectual achievement, creative energy, and responsible citizenship of its students, faculty, and staff by their engagement in teaching, learning, and service opportunities that transform and enrich lives. Tulsa Community College commits to innovative, flexible, and affordable public higher education that responds to a dynamic global environment. In direct correlation with the mission of the college, the mission of the Business program is to educate, inform, and build an interdisciplinary skill set within the scope and practice of the business world. While a large portion of our students are prepared to transfer to a four-year university, the four AAS and eleven certificate options of this program prepare students for immediate employment in their chosen field.</p>	
<p>Program Objectives: The AAS Business and Certificate programs prepare students for careers in entry-level business positions and The AS degree prepares students to transfer to a business program at a four year college or university. Goal 1. Prepare students for careers in entry-level business positions. Goal 2. Prepare students to transfer to a business program at a four-year college or university. Goal 3. Develop, implement and evaluate a process that assures graduates of the Business program complete 180 hours of internship. Goal 4. Develop, implement and evaluate a process that assures students successfully persist in all business courses.</p>	
Quality Indicators	<ul style="list-style-type: none"> • Annual student evaluations provide feedback between students, faculty and administration. • Faculty has access to support services that provide the necessary tools to assist them in being effective in their courses. • Advisory Boards meet every year to evaluate curriculum of the program and make any necessary recommendations. • Courses are presented in numerous effective learning formats. • A broad selection of 21 accounting courses are offered to students.
Productivity for Most Recent 5 Years	<p>Number of Degrees: 60—or 12 per year</p> <p>Number of Majors: 95 headcount fall or 19 average/year fall</p>

<p>Other Quantitative Measures</p>	<ul style="list-style-type: none"> • Certificate programs require completion of 21-30 hours with 12-21 of those hours directly related to the selected option. • The Accounting Certificate program accounted for 3.8% of all Accounting Majors (95). Accounting Certificate Graduates (60) accounted for 10.7% of all Accounting Graduates. • Full-time faculty members included S. Molly McFadden-May, Lindsey Barbour, C. Andrew Ford, Jennifer Dillard, Kathy McAnally, Randy Harvey, Mary Broyles and Jerrilyn Eisenhauer
<p>Duplication and Demand</p>	<p>The review data demonstrates student demand for Accounting courses and certificates as well as employer demand for additional Accounting education exists. The Bureau of Labor Statistics projected 13% growth for accounting and auditing jobs nationally between 2011 and 2022. Additionally, the Oklahoma Employment Outlook 2018 report projected 3660 openings for Accountants and Auditors over its survey period. This program is a Certificate program and is not unnecessarily duplicative.</p>
<p>Effective Use of Resources</p>	<p>The college is currently reviewing the program costs for each program the college offers and is developing a formula to calculate the costs. At the time of this program report submission, the program cost was not available.</p>
<p>Strengths and Weaknesses</p>	<p>Strengths: (1) The faculty is highly skilled and continues to assess and refine course offerings to meet industry standards and advisory board recommendations. (2) Course offerings are presented in a variety of formats, locations and times. (3) The most up-to-date software is used in the courses. (4) A solid mix of full-time and adjunct faculty provide teaching experience and industry practice.</p> <p>Weaknesses: (1) Due to the high turnover in student advisement, it is a challenge to keep advisors current with the ever-changing curriculum and courses being offered in the Accounting program. (2) Marketing of the various Accounting Options should be done with more consistency and frequency.</p>
<p>Recommendations</p>	<ul style="list-style-type: none"> • Maintain industry standard software in the teaching/learning environment. • Provide necessary equipment for the classrooms. • Provide faculty with funds and opportunities for professional development.

Tulsa Community College

Horticulture Technology AAS and Certificate (program codes 034, 209)

Date of Review: October 12, 2015

Recommended Date of Next Review: 2020

Centrality to Institutional Mission:

The TCC Horticulture program helps fulfill the Tulsa Community College Mission statement by providing paths leading to an A.A.S. degree or Certificate with various Horticulture emphases in three primary Horticulture areas.

Program Objectives and Goals:

Goals

1. Develop critical thinking skills for Horticulture graduates
2. To expose students to the breadth of Horticulture and the employment opportunities in the Horticulture field
3. To teach and train students to grow their own food and train them to teach others how to grow their own food
4. To expose students to sustainable practices in the Horticulture industry such as, water conservation, solar, wind, rain water harvesting etc.
5. To be able to effectively communicate Horticulture practices and information to students, public and Horticulture professionals

Outcomes/Objectives

1. To be able to identify plant material as well as the proper usage and placement, while learning about plant pests and disease and how to control pests. Also taking into consideration of sustainable practices that can be used in the Horticulture field such as rain water harvesting, solar and wind energy harvesting etc.
2. Introduce students to several different fields of Horticulture and help students get internships and employment in the local Horticulture industry.
3. Train students in urban agriculture and traditional farming for food production
4. Provide classes on sustainable practices such as Seed collection, Rain water harvesting, Aquaponics, Aeroponics, and Hydroponics as well as sustainable design.
5. Teach students the terminology within Horticulture so they can communicate effectively with others in their field.

<p>Productivity for Most Recent 5 Years</p>	<p>Number of Degrees Awarded: 13 or 2.6 per year Number of Majors: 130 headcount fall or 26 average/year fall Number of Certificates Awarded: 22 or 4.4 per year Number of Majors: 17 headcount fall or 3.4 average/year fall</p>
<p>Quality Indicators</p>	<ul style="list-style-type: none"> • Student Learning Outcomes Student learning outcomes are reflected in course syllabi and are measured by instructor assessments via test, quiz, hands on activities and other applications or demonstrations • Effective Teaching Students have the opportunity to anonymously complete student evaluations for the instructor/class, which are reviewed by the Associate Dean of the STEM division. • Effective Learning Environments Horticulture is regularly evaluated by the Horticulture coordinator on the Northeast campus • External Curricular Evaluation External is limited to internships that are provided for various Horticulture students • Capacity to Meet Needs and Expectations of Constituencies Our Horticulture Advisory Group is very instrumental in evaluating the knowledge and capabilities of our students. Their feedback supports the training TCC provides, indicating that it is adequate and relevant to employers' needs

<p>Other Quantitative Measures</p>	<ul style="list-style-type: none"> • Number of Courses for Major For an A.A.S. degree there are 9 common core courses in Horticulture and 4-6 courses depending upon area of emphasis. For Certificates there are 9 common core courses and 4-6 specialized courses depending upon emphasis. • Student Credit Hours in Major Each A.A.S. Horticulture Emphasis requires 60-61 credit hour total of which 41 credit hours are in Horticulture or related courses to the Horticulture profession. Certificate programs require 23 credit hours of common-core Horticulture classes and related classes plus an additional 6 credit hours in an area of specialty. • Supporting Credit Hour Production In addition to the required General Education requirement, students take BIOL 1404 Botany. Additionally, students following the Landscape Design curriculum emphasis take SURV 1324 Survey I. • Roster of Faculty Members & Number of FTE Faculty in Specialized Courses in Curriculum Horticulture Fulltime Faculty – Cherlyn Reeves (TCC Horticulture faculty/Coordinator) Specialized Horticulture Adjuncts: Dennis Voss (TCC Horticulture Specialist), Gary Burr, Mary Wilkins, Terry Lastinger, Joseph Green, Racheal Pippin, Susan Bremier.
<p>Duplication and Demand</p>	<p>Demand for Horticulture specialist is cyclical based on weather and economics. Currently there are great emphases on sustainability and urban agriculture.</p>
<p>Effective Use of Resources</p>	<p>The college is currently reviewing the program costs for each program the college offers and is developing a formula to calculate the costs. At the time of this program report submission, the program cost was not available.</p>
<p>Strengths and Weaknesses</p>	<p>Strengths:</p> <ul style="list-style-type: none"> • Community involvement in Up With Trees, Tulsa Garden Center, Tulsa Botanical Gardens, Scissortail Farms, Linnaeus Teaching garden and several industry leaders • Strong connections with FFA Instructors locally • Hosted Regional FFA Student Conference and competition in spring (2014)

	<p>contest brought over 400 students from the all across the state)</p> <ul style="list-style-type: none"> • Using social media such as Facebook and twitter to connect with our students, faculty and staff as well as the public • Qualified (through education and/or experience) faculty • Greenhouse and Shade House facility on campus • Representative and active Workforce Advisory Board comprised of area businesses and industry education • Annual Plant Sale (Spring) • Positive image of program and graduates in the community • Provide direct student advisement and, as funding permits, student scholarships • Participation in Ecofest – Campus-wide public program to promote public awareness of ecology and urge individual participation to support new and successful Horticulture practices • Addition of new technologies in courses to encourage more sustainable plant growth techniques through aqua-ponics, hydro-ponics and aero-ponics • Internship opportunities for many students in Horticulture locally • Support prison educational endeavors, as deemed practical <p>Weaknesses:</p> <ul style="list-style-type: none"> • Many students do not complete an A.A.S.degree or certificate. Other students have degrees and attend to increase their knowledge base. While some education majors attend to strengthen their education degrees, many others take a handful of classes to support their unique interest in Horticulture • Inaccurate and inconsistent advising of Horticulture students during the registration and enrollment process • Lack of funding for marketing directed at high school level students to pique their interest in the Horticulture • Lack of funding for competitive scholarships open only to horticulture students. • Parking around Horticulture building is limited and hard to have more than one class going at a time, and when we have any sort of an event people have to park in the separate parking lots just south of our building which can be a bit of a walk in inclement weather.
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	<ul style="list-style-type: none"> • Low enrollment – in-part caused by not having any fulltime faculty and Program Coordinator for 14 months • Lack of TCC Marketing to provide viable marketing materials to potential students promoting Horticulture as a viable career field in the Tulsa area • Need more visibility in high schools Horticulture activities, Future Farmers of America chapters and with counselors • Inadequate Marketing – minimal target marketing focused on high school and younger adults • Recognition that many students take one or two Horticulture classes for personal enrichment and not a degree • Facility Appearance – Exterior grounds need updating to reflect the variation and type of plants that can be grown in Oklahoma with emphasis on native and ornamental plants and trees • Need presence on other campuses for introductory class in Horticulture
<p>Recommendations</p>	<p>Reinvent Horticulture to be more relevant in today’s rapidly changing marketplace:</p> <ul style="list-style-type: none"> • With assistance of other Horticulture institutions, develop workforce and certificate offerings that are more flexibility, and combine courses to provide the opportunity to determine their own course of study • Combine elements of sustainability into classes to better prepare our students for applying these principles in the Horticulture field • Expand existing courses to include sustainable practices such as propagation, aeroponics, hydroponics, permaculture and aquaponics. • Develop a teaching garden to better educate Horticulture students with the practical aspects of garden planting, maintenance and harvesting. • Offer select horticulture classes as credit and noncredit in conjunction with Continuing Education • Adapt some short courses for potential online or blended instruction • Introduce a Hydroponics class. – 1 hour credit/ non credit • Introduce a Permaculture class - 1 hour credit/ noncredit • Introduce a Propagation class. – 1 hour credit/ non credit • Introduce a Native Plants class – 1 hour credit/ non credit

	<ul style="list-style-type: none">• Combine Ornamentals and Interior Plants in line with OSU Herbaceous Plant Materials Class.• Re-landscape the horticulture building and surrounding area; utilize students and our own greenhouse to build and maintain area.• Acquire maintenance equipment to maintain the landscape and surrounding area.
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III. NEW BUSINESS
Community Relations Report
November 19, 2015

C. Community Relations Report

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Personnel Report
November 19, 2015

D. Personnel Report

1. Information Items

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Personnel Report
November 19, 2015

2. Consent Agenda

President Goodson recommends consent from the Board of Regents on the following items:

APPOINTMENTS

Appointments of Full-time Faculty and Full-time Professional at pay grade 18 and above made since the last meeting of the Board of Regents of Tulsa Community College. See Addendum for the list of appointments.

RETIREMENT(S)

Retirements of Full-time Faculty and Professional employees submitted since the last meeting of the Board of Regents of Tulsa Community College. See Addendum for the list of retirements.

Addendum Attached

MOTION: _____

SECOND: _____

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

ADDENDUM FOR PERSONNEL CONSENT ITEMS:

APPOINTMENTS:

Sandra Cooper, Chief Human Resources Officer
Conference Center
Appointment Date: January 4, 2016
Salary: \$113,000.00

Kevin M. David, Provost and AVP Institutional Effectiveness
West Campus
Appointment date: December 1, 2015
Salary: \$118,000.00

David J. LeCount, Assistant Professor Entrepreneurship/GKFF Endowed Chair
Metro Campus
Appointment Date: January 6, 2016
Salary: \$ 64,200.00

RETIREMENT:

Amanda H. Blackman, Associate Professor Humanities, Liberal Arts and
Community Services
Northeast Campus
Date: January 1, 2016

III. NEW BUSINESS
 Personnel Report
 November 19, 2015

3. TCC 457(b) Plan Administrative Committee & Chair Appointments

According to Article VI of the TCC 457(b) Plan, which was approved by the Board of Regents at the October meeting, the Board of Regents makes the appointment of the members of the administrative committee of the TCC 457(b) Plan. The Board of Regents is also responsible for naming the Chair of the TCC 457(b) Plan administrative committee.

It is recommended that Shane Netherton, who is the Chair of the TCC 403(b) Plan Administrative Committee, be appointed to serve as the initial Chair of the Administrative Committee for the TCC 457(b) Plan. In addition, the Chair of the TCC Board Finance Committee serves as an ex-officio member on the committee.

It is recommended that the current members of the TCC 403(b) Plan Administrative Committee be appointed to serve as the initial members of the TCC 457(b) Plan Administrative Committee. The current members of the 403(b) Administrative Committee are: Brett Campbell, Patti Conroy, Craig Cook, Kaye Ellis, Pat Fischer, Christa Harris, Patrick Idwasi, Pamela Imhoff, Emily Morrison, Steven Woods, and Shane Netherton (Chair).

MOTION: _____

SECOND: _____

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
 TOTALS	 _____	 _____	 _____
MOTION CARRIED	_____	_____	_____

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

 Chairman, TCC Board of Regents

 Secretary, TCC Board of Regents

III. NEW BUSINESS
Construction & Parking Report
November 19, 2015

E. Construction & Parking Report

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Financial Report
November 19, 2015

F. Financial Report

1. Recommendation Regarding Purchase Item Agreements

a. Ratification for Purchase of Furniture

Authorization is requested to ratify a contract for the purchase of lounge, hallway, dressing room, gallery, and office store furniture, and book storage gondolas to be installed in the newly remodeled Southeast Campus bookstore.

The Finance Committee recommends award of the contract to Workspace Resource in the amount of \$170,298.58 under the University of Oklahoma furniture contract #R-10122-14.

MOTION FROM FINANCE COMMITTEE FOR APPROVAL

NO SECOND NEEDED

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Financial Report
November 19, 2015

2. Monthly Financial Report for October 2015

Attached is the monthly financial report for October 2015. It is recommended by the Finance Committee that it be approved as presented.

MOTION FROM FINANCE COMMITTEE FOR APPROVAL

NO SECOND NEEDED

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

TULSA COMMUNITY COLLEGE

FINANCIAL REPORT

MONTH ENDING OCTOBER 2015

TULSA COMMUNITY COLLEGE

TABLE OF CONTENTS

SCHEDULE A: Revenue and Expenditures Comparison
Educational & General

SCHEDULE B: Expenditure Summary by
Category

SCHEDULE E: Statement of Revenue,
Expenditures and Campus Store Equity

TULSA COMMUNITY COLLEGE
STATEMENT OF REVENUE AND EXPENDITURES COMPARISON
FOR THE PERIOD ENDING OCTOBER 31, 2015 AND OCTOBER 31, 2014

	OCTOBER FY16			OCTOBER FY15			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
Revenue								
Education & General								
State Appropriations	\$ 36,600,023	\$ 10,428,899	28.5%	\$ 37,689,803	\$ 14,218,598	37.7%	\$ (3,789,699)	-26.7%
Revolving Fund	2,839,046	1,489,797	52.5%	2,520,429	1,405,473	55.8%	84,324	6.0%
Resident Tuition	27,636,535	15,411,422	55.8%	29,552,922	15,264,107	51.7%	147,315	1.0%
Non-Resident Tuition	2,578,634	1,239,046	48.1%	2,473,585	1,286,891	52.0%	(47,844)	-3.7%
Student Fees	6,180,408	3,347,474	54.2%	6,334,074	3,248,456	51.3%	99,017	3.0%
Local Appropriations	37,683,613	8,500,000	22.6%	36,912,149	7,500,000	20.3%	1,000,000	13.3%
Total	\$ 113,518,259	\$ 40,416,637	35.6%	\$ 115,482,962	\$ 42,923,525	37.2%	\$ (2,506,888)	-5.8%
Auxiliary Enterprises								
Campus Store	\$ 8,816,213	\$ 3,652,568	41.4%	\$ 8,498,821	\$ 4,031,478	47.4%	\$ (378,910)	-9.4%
Student Activities	2,471,419	1,231,737	49.8%	2,574,681	1,282,199	49.8%	(50,462)	-3.9%
Other Auxiliary Enterprises	7,745,885	2,061,815	26.6%	7,773,913	2,209,899	28.4%	(148,084)	-6.7%
Total	\$ 19,033,517	\$ 6,946,120	36.5%	\$ 18,847,415	\$ 7,523,576	39.9%	\$ (577,455)	-7.7%
Restricted								
Institutional Grants	\$ 7,732,911	\$ 2,487,562	32.2%	\$ 7,947,090	\$ 3,078,616	38.7%	\$ (591,055)	-19.2%
State Student Grants	4,392,014	1,733,265	39.5%	3,763,651	1,892,159	50.3%	(158,893)	-8.4%
Total	\$ 12,124,925	\$ 4,220,827	34.8%	\$ 11,710,741	\$ 4,970,775	42.4%	\$ (749,948)	-15.1%
TOTAL REVENUE	\$144,676,701	\$51,583,585	35.7%	\$146,041,118	\$55,417,876	37.9%	\$ (3,834,291)	-6.9%
Expenditures								
Education & General								
Instruction	\$ 47,642,238	\$ 11,834,208	24.8%	\$ 55,636,690	\$ 14,897,331	26.8%	\$ (3,063,123)	-20.6%
Public Service	544,020	43,038	7.9%	1,886,885	124,824	6.6%	(81,786)	-65.5%
Academic Support	20,099,642	6,208,721	30.9%	10,290,476	2,654,298	25.8%	3,554,423	133.9%
Student Services	9,029,409	2,635,787	29.2%	13,141,064	4,055,601	30.9%	(1,419,814)	-35.0%
Institutional Support	14,079,500	4,925,591	35.0%	14,601,306	5,234,738	35.9%	(309,146)	-5.9%
Operation/ Maintenance of Plant	16,307,411	5,435,839	33.3%	14,695,247	5,864,110	39.9%	(428,271)	-7.3%
Tuition Waivers	3,375,756	1,647,414	48.8%	3,261,600	1,592,170	48.8%	55,244	3.5%
Scholarships	4,145,100	1,946,244	47.0%	4,294,440	1,756,317	40.9%	189,928	10.8%
Total	\$ 115,223,076	\$ 34,676,843	30.1%	\$ 117,807,708	\$ 36,179,387	30.7%	\$ (1,502,545)	-4.2%
Auxiliary Enterprises								
Campus Store	\$ 7,241,877	\$ 3,439,701	47.5%	\$ 8,498,821	\$ 3,958,457	46.6%	\$ (518,757)	-13.1%
Student Activities	2,439,017	726,176	29.8%	2,786,430	764,199	27.4%	(38,023)	-5.0%
Other Auxiliary Enterprises	7,736,844	1,038,635	13.4%	10,133,554	1,906,519	18.8%	(867,884)	-45.5%
Total	\$ 17,417,738	\$ 5,204,511	29.9%	\$ 21,418,805	\$ 6,629,176	31.0%	\$ (1,424,665)	-21.5%
Restricted								
Institutional Grants	\$ 7,732,911	\$ 2,480,435	32.1%	\$ 7,947,090	\$ 2,536,045	31.9%	\$ (55,610)	-2.2%
State Student Grants	4,392,014	1,761,644	40.1%	3,763,651	1,769,868	47.0%	(8,224)	-0.5%
Total	\$ 12,124,925	\$ 4,242,079	35.0%	\$ 11,710,741	\$ 4,305,914	36.8%	\$ (63,835)	-1.5%
TOTAL EXPENDITURES	\$ 144,765,739	\$ 44,123,433	30.5%	\$ 150,937,254	\$ 47,114,477	31.2%	\$ (2,991,044)	-6.3%

**TULSA COMMUNITY COLLEGE
EXPENDITURE SUMMARY BY CATEGORY
FOR THE PERIOD ENDING OCTOBER 31, 2015 AND OCTOBER 31, 2014**

	OCTOBER FY16			OCTOBER FY15			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
EDUCATION AND GENERAL								
Salaries & Wages								
Faculty	\$ 18,288,189	\$ 4,402,589	24.1%	\$ 18,693,488	\$ 4,532,499	24.2%	\$ (129,910)	-2.9%
Adjunct Faculty	12,893,590	3,285,323	25.5%	13,220,130	3,821,370	28.9%	(536,047)	-14.0%
Professional	11,599,149	3,842,522	33.1%	12,544,963	3,974,846	31.7%	(132,324)	-3.3%
Classified Exempt	4,479,153	1,361,935	30.4%	4,302,724	1,323,555	30.8%	38,380	2.9%
Classified Hourly	14,440,059	3,916,845	27.1%	15,438,720	4,105,561	26.6%	(188,716)	-4.6%
TOTAL	\$ 61,700,140	\$ 16,809,213	27.2%	\$ 64,200,025	\$ 17,757,830	27.7%	\$ (948,617)	-5.3%
Staff Benefits	\$ 22,047,079	\$ 6,451,348	29.3%	\$ 22,763,194	\$ 6,592,851	29.0%	(141,503)	-2.1%
Professional Services	3,522,742	794,838	22.6%	3,749,510	673,269	18.0%	121,570	18.1%
Operating Services	14,883,965	4,602,962	30.9%	13,066,210	5,523,606	42.3%	(920,643)	-16.7%
Supplies and Materials	1,875,717	424,487	22.6%	1,917,792	409,749	21.4%	14,739	3.6%
Travel	750,533	190,424	25.4%	779,479	183,642	23.6%	6,782	3.7%
Utilities	2,015,900	619,277	30.7%	2,035,000	619,303	30.4%	(26)	0.0%
Tuition Waivers	3,375,756	1,647,414	48.8%	3,261,600	1,592,170	48.8%	55,244	3.5%
Scholarships	4,145,100	1,946,244	47.0%	4,294,440	1,756,317	40.9%	189,928	10.8%
Furniture & Equipment	906,144	1,190,634	131.4%	1,740,458	1,070,653	61.5%	119,981	11.2%
TOTAL	\$ 115,223,076	\$ 34,676,843	30.1%	\$ 117,807,708	\$ 36,179,387	30.7%	\$ (1,502,545)	-4.2%

TULSA COMMUNITY COLLEGE
EXPENDITURE SUMMARY BY CATEGORY
FOR THE PERIOD ENDING OCTOBER 31, 2015 AND OCTOBER 31, 2014

	OCTOBER FY16			OCTOBER FY15			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
<u>CAMPUS STORE</u>								
Salaries & Wages								
Professional & Classified Exempt	\$ 306,629	\$ 110,212	35.9%	\$ 300,089	\$ 91,476	30.5%	\$ 18,736	20.5%
Classified Hourly	599,206	157,908	26.4%	726,640	192,561	26.5%	(34,653)	-18.0%
Total Salaries & Wages	\$ 905,835	\$ 268,120	29.6%	\$ 1,026,729	\$ 284,037	27.7%	\$ (15,917)	-5.6%
Staff Benefits	\$ 320,542	\$ 83,685	26.1%	\$ 342,592	\$ 97,060	28.3%	\$ (13,375)	-13.8%
Professional Services	-	4,464	0.0%	-	-	0.0%	4,464	100.0%
Operating Services	180,500	22,006	12.2%	352,500	38,518	10.9%	(16,512)	-42.9%
Supplies and Materials	-	92	0.0%	-	-	0.0%	92	100.0%
Travel	15,000	328	2.2%	5,000	491	9.8%	(163)	-33.1%
Utilities	40,000	8,601	21.5%	40,000	8,594	21.5%	7	0.1%
Items for Resale - Campus Store	5,780,000	3,052,404	52.8%	6,732,000	3,525,553	52.4%	(473,148)	-13.4%
Furniture & Equipment	-	-	0.0%	-	4,206	0.0%	(4,206)	-100.0%
TOTAL	\$ 7,241,877	\$ 3,439,701	47.5%	\$ 8,498,821	\$ 3,958,457	46.6%	\$ (518,757)	-13.1%
<u>STUDENT ACTIVITIES</u>								
Salaries & Wages								
Professional	\$ 564,340	\$ 189,213	33.5%	\$ 628,529	\$ 182,523	29.0%	\$ 6,690	3.7%
Classified Hourly	808,166	187,669	23.2%	829,398	204,871	24.7%	(17,202)	-8.4%
Total Salaries & Wages	\$ 1,372,506	\$ 376,882	27.5%	\$ 1,457,927	\$ 387,394	26.6%	\$ (10,512)	-2.7%
Staff Benefits	\$ 396,565	\$ 152,101	38.4%	\$ 535,678	\$ 157,782	29.5%	\$ (5,682)	-3.6%
Professional Services	39,260	6,179	15.7%	91,900	4,834	5.3%	1,345	27.8%
Operating Services	220,766	67,832	30.7%	218,602	86,638	39.6%	(18,806)	-21.7%
Supplies and Materials	215,000	83,843	39.0%	175,000	50,613	28.9%	33,230	65.7%
Travel	104,920	13,288	12.7%	99,875	6,070	6.1%	7,218	118.9%
Furniture & Equipment	-	11,547	0.0%	66,448	33,819	50.9%	(22,272)	-65.9%
Items for Resale	90,000	14,504	16.1%	141,000	37,049	26.3%	(22,545)	-60.9%
TOTAL	\$ 2,439,017	\$ 726,176	29.8%	\$ 2,786,430	\$ 764,199	27.4%	\$ (38,023)	-5.0%
<u>OTHER AUXILIARY ENTERPRISES</u>								
Salaries & Wages								
Professional	\$ 82,000	\$ 45,238	55.2%	\$ 56,343	\$ 18,571	33.0%	\$ 26,667	143.6%
Adjunct Faculty	146,713	83,630	57.0%	127,170	87,818	69.1%	(4,188)	-4.8%
Classified Hourly	320,000	77,457	24.2%	320,000	79,674	24.9%	(2,217)	-2.8%
Total Salaries & Wages	\$ 548,713	\$ 206,325	37.6%	\$ 503,513	\$ 186,063	37.0%	\$ 20,261	10.9%
Staff Benefits	\$ 65,613	\$ 34,054	51.9%	\$ 87,726	\$ 24,705	28.2%	\$ 9,349	37.8%
Professional Services	398,000	123,515	31.0%	552,120	169,482	30.7%	(45,966)	-27.1%
Operating Services	3,847,418	331,809	8.6%	5,657,218	1,164,469	20.6%	(832,660)	-71.5%
Supplies and Materials	-	93,706	0.0%	300,000	95,317	31.8%	(1,611)	-1.7%
Travel	-	10,109	0.0%	32,900	18,552	56.4%	(8,443)	-45.5%
Utilities	870,000	232,229	26.7%	870,000	232,239	26.7%	(10)	0.0%
Scholarship & Refunds	-	-	0.0%	-	-	0.0%	-	0.0%
Bond Principal and Expense	2,000,000	-	0.0%	2,012,777	-	0.0%	-	0.0%
Furniture & Equipment	-	6,157	0.0%	117,300	14,204	12.1%	(8,046)	-56.7%
Items for Resale	7,100	731	10.3%	-	1,490	0.0%	(758)	-50.9%
TOTAL	\$ 7,736,844	\$ 1,038,635	13.4%	\$ 10,133,554	\$ 1,906,519	18.8%	\$ (867,884)	-45.5%

III. NEW BUSINESS
Other New Business
November 19, 2015

G. Other New Business

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Persons Who Desire to
Come Before the Board
November 19, 2015

H. Persons Who Desire to Come Before the Board

Any person who desires to come before the Board shall notify the board chair or his or her designee in writing or electronically at least twelve (12) hours before the meeting begins. The notification must advise the chair of the nature and subject matter of their remarks and may be delivered to the president's office. All persons shall be limited to a presentation of not more than two minutes.

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Executive Session
November 19, 2015

I. Executive Session

[Proposed vote to go into executive session Pursuant to Title 25 Oklahoma Statutes, Section 307(B)(4), for confidential communications between a public body and its attorneys concerning pending investigations, claims or actions.]

1. Confidential Report by College Legal Counsel Concerning Pending Litigation, Investigations and Claims.

MOTION: _____

SECOND: _____

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
MOAZAMI	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Executive Session
October 15, 2015

I. Executive Session
(continued)

1. Confidential Report by College Legal Counsel Concerning Pending Litigation, Investigations and Claims.

MOTION: _____

SECOND: _____

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
LEONARD	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LOONEY	_____	_____	_____
MCKAMEY	_____	_____	_____
MOAZAMI	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

IV. ADJOURNMENT
November 19, 2015

IV. ADJOURNMENT

The next regular meeting of the Tulsa Community College Board of Regents will be held on Thursday, January 21, 2016, 3:00 p.m., in Room 1320 of the Southeast Campus, 10300 East 81st Street, Tulsa, Oklahoma.

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents