



**Tulsa Community College  
Regular Meeting of the Board of Regents**

**MINUTES**

The regular meeting of the Board of Regents of Tulsa Community College was held on **Thursday, October 15, 2015 at 3:00 p.m. at the Metro Campus.**

Board Members Present: Larry D. Leonard, Paul H. Cornell, Robin F. Ballenger, Martin Garber, Ronald Looney and William McKamey

Board Members Absent: None

Others Present: Leigh B. Goodson, President and CEO  
Clerk for the Board  
College Administrators  
College Legal Counsel  
Faculty and Staff  
City of Tulsa Economic Development Coordinator  
City of Tulsa Staff, Attorneys, and City Developers  
Retirement Benefits Legal Counsel from Conner & Winters  
Kevin Smith, Auditor for Crowe Horwath, LLC

**CALL TO ORDER**

Board Chairman Larry Leonard called the meeting to order at 3:00 p.m. The clerk gave the roll call. The meeting proceeded with a quorum.

*Chairman Leonard moved to vote on the tax abatement items after the Call to Order. The Board proceeded with Approval of the Minutes after voting on items two through five of the Finance Committee Report. (See pages 14-16)*

**APPROVAL OF THE MINUTES**

A **motion** was made by Regent Garber and seconded by Regent Ballenger to approve the minutes of the regular meeting of the Tulsa Community College Board of Regents held on Wednesday, September 9, 2015, as presented. Roll call vote followed.

Yes: Leonard, Cornell, Ballenger, Garber, Looney, McKamey  
No: None

Abstentions: None  
Absent: None  
**Motion carried unanimously.**

## **CARRYOVER ITEMS**

There were no carryover items.

## **INFORMATIVE REPORT**

President Goodson gave the report.

### **1. TCC in the News**

- Workforce development efforts were featured in a *Tulsa World* article about the 2015 Manufacturing Best Practices conference. In addition, the announcement that TCC Southeast Campus Provost, Dr. Brett Campbell was named Vice President for Workforce Development in addition to his provost duties was featured in a variety of publications.
- TCC West Campus celebrated its 20<sup>th</sup> anniversary. President Goodson, Dr. Peggy Dyer, West Campus Provost, and community leader and previous Vision Dinner honoree Montie Box, spoke at the Sand Springs Chamber Forum about the history of the West Campus. Several individuals were honored for their support over the past 20 years.
- TCC received extensive coverage of the recent visit by Pulitzer-Prize winning photographer José Galvez, who presented a lecture and exhibit, as well as Maestro Andrés Franco and the season opening Pops performance with the Signature Symphony at TCC. News coverage of both Galvez and Franco extended into the Hispanic community and the Spanish-speaking media.
- Governor Mary Fallin and and President Goodson hosted a lunch on October 14 at the Northeast Campus for the annual Feeding Oklahoma Food Drive. President Goodson coauthored an op-ed piece with Eileen Bradshaw and the Community Food Bank of Eastern Oklahoma about food insecurities and the impact on a student's ability to learn.
- Following the deadly shooting at an Oregon community college, TCC spoke with three Tulsa TV stations about the College's level of commitment and planning in keeping students and employees safe. While it is a difficult subject to discuss, we were able to talk about the visibility and qualifications of our Campus Police as well as regular proactive planning.

- An ad from the Arbor Day Foundation in a September edition of the *Chronicle of Higher Education* recognized TCC as well as the other Tree Campus USA recipients from the Arbor Day Foundation for 2014.

## 2. Verbal Report

- Springshare, a group that partners with thousands of libraries in 78 countries and has 5.9 million monthly users, praised the TCC Library's webpage on Twitter saying it was a "highly effective library guides homepage."
- Assistant Professor Anne Fischer has been certified as a "Developmental Education Specialist" by the Kellogg Institute, sponsored by the National Center for Developmental Education (NCDE). TCC funded Anne's participation in the Kellogg Institute and she is the only TCC faculty member who is certified as a Developmental Education Specialist. She has demonstrated that incorporating study skills instruction into TCC's beginning algebra course showed significant gains in student success in the course and in student retention.
- Through a team effort between TCC and Tulsa Tech, 501 individuals have been served through the National Aviation Consortium grant. Craig Prosser and the entire NAC grant team were commended for this accomplishment. This grant, awarded to TCC along with four other community colleges across the country, serves the aviation industry and gives students stackable skill sets for employment. As a consortium, 2,548 students have been served to date.
- Kasey Steele – TCC Northeast Director of Student Activities – has been named by the National Student Affairs Administrators in Higher Education (Region Four, West) the New Professional Rising Star Award winner for the state of Oklahoma. She'll receive her award at a conference in November.
- TCC has raised a little more than \$68,000 dollars to date for the Tulsa Area United Way between payroll deductions, gifts and special events. One hundred seventy-six employees participated in the United Way Day of Caring making TCC one of the top ten supporting employers in the city.
- TCC's bond rating from Moody's Investors Services remained unchanged (A- Stable). Moody's cited our strong fiscal management, proactive budget practices, our ability to cut expenses and our strategic plan in light of current challenges in state funding and enrollment.
- For the third year in a row, TCC has been named as one of the top inclusive workplace cultures in the Tulsa metro area by Mosaic, a diversity business council of the Tulsa Regional Chamber.

- Creek County education and community partners approached President Goodson and administrative staff to discuss potential for a stronger partnership to offer higher education for Creek County students. Administration met with county superintendents led by Sapulpa Superintendent Kevin Burr.
- Dr. Cindy Hess, Senior Vice President and Chief Academic Officer gave the following presentation about learning effectiveness and student success factors, the College's first priority and core business.
  - TCC serves students from a wide array of backgrounds with an open-door policy. Fall 2014 data indicates that TCC students consisted of:
    - ◆ 17,861 individual students
      - About 10,000 of these students leave after the fall semester, and about 10,000 new students enroll to take their place. This is very common in the community college sector.
    - ◆ 10,736 (60%) were female
    - ◆ 7,125 (40%) were male
    - ◆ 3,666 (21%) were first-time students seeking a degree or certificate
    - ◆ 2,544 (69%) were enrolled in developmental education
      - Developmental placement focuses on the needs of students who are not college-ready and prepares students for furthering education at the university level.
    - ◆ 5,964 (33%) were enrolled full-time (12+ credit hours)
      - A significant factor in student retention and completion are whether they are enrolled full-time or part-time.
      - The majority of our students have other life challenges that prohibit full-time status.
    - ◆ 7,449 (42%) were age 25 and older
    - ◆ 27 was the average age of our students
    - ◆ 1,566 from the 2014 Tulsa Achieves cohort
    - ◆ First-time, full-time students (about 1,500 students) who return the following fall semester represent the greatest opportunity for retention. TCC's fall-to-fall retention rate is 57%.
    - ◆ First-time, full-time students who graduate within three years is 14%.
    - ◆ The three-year graduation rate for underrepresented minority students is 11%, which is 3% lesser than the general population that we serve.
    - ◆ The university transfer rate is 28%.
    - ◆ The goal is to eliminate barriers that are confronting our students and focus on the student experience.
    - ◆ Data-informed planning and action
      - Institutional data, e.g., grad rates, CCSSE (student engagement surveys)

- Strategic Plan Goals/Strategies
  - Pathways Development and Implementation
  - ◆ Other factors affecting retention:
    - Increasing the advisors to student ratio
      - In response to Regent Looney's question, Dr. Hess replied that increasing the number of advisors will have a significant impact on retention.
    - Continuation of Strategies for Student Success
      - Regent Looney inquired about the continuation of Strategies for Student Success.
        - 'Strategies' was a result of the Achieving the Dream initiative.
        - Students who take 'Strategies' are retained at a higher level.
        - Dr. David added that four different cohorts showed that the three-year graduation rate was 10% higher.
        - In response to Regent Garber's question as to whether all students will be required to take 'Strategies,' Tulsa Achieves students and students who test into developmental studies are required to take the course, which together represent a large percentage of our students.
    - The Pathways Program
      - One of the goals of Pathways is to make program options fewer and to develop the student experience in areas such as advisement and tutoring. Currently, TCC offers 220 program choices for our students.
  - ◆ Additional data:
    - Regent Leonard asked about the status of Tulsa Achieves enrollment; Dr. David answered that it has increased steadily since it began in Fall 2007. TCC has served about 12,000 Tulsa Achieves students since inception.
- Sean Weins, Vice President for Administration gave a brief presentation on Campus Safety in light of the events that occurred at an Oregon college.
  - TCC has a CLEET certified law enforcement department, three of whom were in attendance, and with various backgrounds in the military, municipal law enforcement, such as TPD. The law enforcement community work very closely and remain tight-knit.
  - TCC has roughly forty call boxes in campus parking lots, which have been updated with new technology.
  - TCC has a new dispatch center and case management system on the horizon.
  - TCC has a new guardian app on the horizon where students will be able to use cell phones to notify campus police based on GPS coordinates.

- TCC maintains a constant threat assessment.
- TCC has 26 full-time officers; each campus has a supervisor (Captain), one Chief who oversees all operations; handful of FT officers and PT officers for evenings and special events.
- In response to Regent Garber's question about security at offsite locations:
  - Law enforcement security is provided by Tulsa Tech at the Owasso Campus and our dispatch collaborates with law enforcement.
  - An officer is assigned to the Glenpool Campus.
  - Part-time officers are assigned to other offsite campus functions.
  - An officer will be assigned to the new Aviation Center.
- Campus Police typically begin locking the buildings at 10:00 PM, unless there is an event or function, and opens the buildings at 6:00 AM.

## **ACADEMIC & POLICY COMMITTEE REPORT**

### **1. Program Changes**

#### **Program/Option Deletions/Suspensions:**

- International Language Certificate, Chinese option: Delete option.  
Reason: Low enrollment and lack of full-time faculty.
- International Language Certificate and Foreign Language AA, Russian option: Delete option.  
Reason: Low enrollment and lack of full-time faculty.

#### Comments:

Certificate options are being deleted, but the courses will still be offered. Adjunct faculty will continue to teach Chinese and Russian languages.

#### **Other Program/Option Requirement Changes:**

- Foreign Language AA & Certificate, Japanese option: Both programs: Add JAPN 2523 Intermediate Japanese Grammar and Composition to controlled electives. Delete JAPN 2033 Japanese Literature in Translation, JAPN 2041 Japanese Introduction to the Arts, and JAPN 2121 Intermediate Japanese from controlled electives. Certificate only: Move JAPN 2213 Intermediate Japanese II from controlled electives to required courses. Remove three hours of alternative languages from controlled electives. Increase total credit hours on certificate from 20 to 25.  
Reason: To create consistency between all language programs and to ensure that sufficient hours are being required in the target language to effectively meet ACTFL (American Council on the Teaching of Foreign Languages) learning outcome level standards.

- Foreign Language AA & Certificate, German option: Remove GRMN 2033 German Literature in Translation from controlled electives. Remove three hours of alternative languages from controlled electives (certificate only). No change in credit hours.  
Reason: Same as above.
- Foreign Language AA & Certificate, French option: Remove FREN 2033 French Literature in Translation from controlled electives. Remove three hours of alternative languages from controlled electives (certificate only). No change in credit hours.  
Reason: Same as above.
- Foreign Language AA & Certificate, Spanish option: Remove SPAN 2033 Spanish Literature in Translation from controlled electives. Remove three hours of alternative languages from controlled electives (certificate only). No change in credit hours.  
Reason: Same as above.

Foreign Language AA & Certificate, Italian option: Both programs: Remove ITAL 2033 Italian Literature in Translation from controlled electives. Certificate only: Move ITAL 2213 Intermediate Italian II to required courses. Remove three hours of alternative languages from controlled electives. Increase total credit hours on certificate from 20 to 25.

Reason: Same as above.

Comments:

Cynthia Marshall addressed the goal of the foreign language department, which is to provide high-quality language instruction for languages that are high in demand for university transfer or employment. Highest demand: Spanish, French and Italian. There is increasing demand in Japanese. Demand depends on world affairs and personal career aspirations.

***The following child development course changes are faculty-driven and coincide with NSU and OSU transfer requirements:***

- Infant Toddler Certificate of Mastery: Reduce Child Development elective course requirements to 15 hours. Decrease total credit hours from 21 to 18.  
Reason: Correction. Certificate was intended to be 18 total credit hours.
- Child Development AAS: Replace PHED 1113 Personal, School, and Community Health with CHLD 2613 Health Safety and Nutrition: Birth to Eight.

Reason: CHLD 2613 has a specific focus on topics relevant to early care and education centers.

- Child Development AS, NSU Human Sciences and Early Care option: Formalize MATH 1473 Math for Critical Thinking as a MATH option. Replace CHLD 2023 Child Development and Parenting with CHLD 2113 Introduction to Child Care Management. No change in credit hours.

Reason: To facilitate student transfer to NSU.

- Cardiovascular Technology AAS: Remove CVTC 1053 Rhythm Analysis and CVTC 2113 EKG Interpretation and change CVTC 1002 Introduction to Cardiovascular Technology to CVTC 1003. Total credit hours reduced from 73 to 68.

Reason: Based on student feedback and faculty observation, the content of these two classes will be disbursed throughout other courses. There is not currently enough content to support an entire three-hour credit course for either course.

- Dental Hygiene AAS: Increase BIOL 1323 Basic Microbiology by one-credit hour; delete CHEM 1114 Principles of Chemistry; and replace CHEM 1124 Introductory Organic and Biochemistry with CHEM 1134 General, Organic, and Biological Chemistry. Total credit hours reduced from 88 to 85.

Reason: The Biology change will provide students with more experiential lab opportunities. The change in Chemistry requirements is based on research showing that students retain the information better in a combined General, Organic, and Biological Chemistry course.

- Marketing AAS: Replace CSYS 1063 Digital Image Editing with CSYS 1033 Adobe Photoshop in recommended electives. Replace CSYS 1013 HTML and CSS with MKTG/CSYS 2293 Social Media in Web Design & Marketing Emphasis. No change in credit hours.

Reason: To update the program with more relevant course offerings based on industry need.

***The following information technology course changes are to keep current with new web application and industry needs, as well as vocabulary:***

- Information Technology AAS, Web Development option: Remove CSCI 2163 Windows Operating System and add CSYS 2603 Mobile Web Design to required courses. Add CSYS/MKTG 1393 Web Design & Marketing and CSYS/MKTG 1443 Electronic Commerce as Controlled Electives. Remove CSYS 1153 Adobe Dreamweaver from Controlled Electives. No change in credit hours.

Reason: To update the program with more relevant course offerings based on industry need.



- Information Technology Certificate, Web Development option: Remove CSCI 2163 Windows Operating System and add CSYS 2603 Mobile Web Design and CSYS 2873 Rails II. Increase total credit hours from 36 to 39.  
Reason: Same as above.
- Information Technology AAS, Website Management option: Required courses: Remove CSCI 1483 Introduction to Unix (Linux) and CSYS 1063 Digital Image Editing and add CSYS/MKTG 2293 Social Media, CSYS 2463 PHP Programming, and CSYS 2603 Mobile Web Design. Controlled electives: Remove CSCI 2163 Windows, CSCI 2043 Access, CSCI 2983 IT Internship, and MGMT 2123 Leadership Development and add CSYS 1033 Adobe Photoshop and CSCI 1483 Introduction to Unix (Linux). No change in credit hours.  
Reason: Same as above.
- Information Technology Certificate, Website Management option: Remove CSCI 1483 Introduction to Unix (Linux) and CSYS 1063 Digital Image Editing and add CSYS/MKTG 2293 Social Media, CSYS 2463 PHP Programming, and CSYS 2603 Mobile Web Design. Increase total credit hours from 27 to 30.  
Reason: Same as above.
- Business AS, Management Information Systems option: Add CSYS 2613 C# Programming to controlled electives. No change in credit hours.  
Reason: OSU requires this course as part of their transfer requirements.

The **motion** from the Academic & Policy Committee was made to accept all program changes and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

**2. Recommendation for Authorization of TCC Board of Regents' Academic & Policy Committee to Update Titles and/or Names in TCC Board Policies**

After reviewing the Tulsa Community College's Board of Regents' policies, the Academic and Policy Committee and the administration recommended approval of updates to TCC Board policies and procedures.

*A summary list of proposed changes is contained as an attachment that include items such as policy, position and department titles, in addition to combining and renumbering duplicate policies.*

The **motion** from the Academic & Policy Committee was made to approve item two and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

**3. Recommendation for Approval of a Revision and Retitling of the Retirement Supplement Program and Incentive Match Policy**

The Academic & Policy Committee recommended the approval of a retitling of the Retirement Supplement Program and Incentive Match to *403(b) Retirement Plan with Incentive Match*, and a policy revision to include a fourth amendment to the Tulsa Community College 403(b) Retirement Plan.

*Attachments include the current Retirement Supplement Program and Incentive Match Policy, the proposed 403(b) Retirement Plan with Incentive Match Policy, and the proposed fourth amendment to the Tulsa Community College 403(b) Retirement Plan*

Comments:

Pat Fischer explained that the change will amend policy that currently requires enrollment into Teacher's Retirement before receiving the 403(b) match after two years of employment. Enrollment in Teacher's Retirement begins on July 1 of every year, resulting in many employees losing matching benefits between the two-year employment mark and July 1. The clause will be removed from policy that links the 403(b) retirement plan to Teacher's Retirement.

The **motion** from the Academic & Policy Committee was made to approve item three and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

**4. Recommendation for Approval of a New Policy to Provide a 457(b) Retirement Plan for Tulsa Community College employees**

The Academic & Policy Committee recommended the approval of a 457(b) Retirement Plan for Tulsa Community College employees and the approval of a 457(b) plan document.

*Attachments include the proposed 457(b) Retirement Plan Policy and the proposed plan document for the 457(b) Retirement Plan for Tulsa Community College*

**Comments:**

The 457(b) plan will be another retirement savings option for full-time employees. The College will not match contributions.

The **motion** from the Academic & Policy Committee was made to approve item four and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

**COMMUNITY RELATIONS COMMITTEE REPORT**

Regent Garber gave the report.

1. The Marketing team and community relations team began preparation for the new advertising campaign. Focus groups have provided feedback on several advertising ideas.
2. The Vision Dinner exceeded the event's fundraising goal and raised over \$250,000 for the Foundation.
3. The National Science Foundation Community College Undergraduate Research Initiative awarded grants focused on laboratory methods and biodiversity working groups.

**PERSONNEL REPORT**

**1. Information Items**

President Goodson introduced recently appointed faculty and professional staff:

Michael Siftar, Chief Technology Officer

**2. Consent Agenda**

President Goodson recommended approval of the consent agenda that included the following personnel 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.

Eunice Tarver, Assistant Vice President of Diversity & Inclusion  
Salary: \$90,000  
Northeast Campus  
Appointment Date: October 19, 2015

Eileen Kenney, Assistant Vice President of Enrollment Management  
Salary: \$90,000  
West Campus  
Appointment Date: November 1, 2015

### Resignations

Resignations of Full-time Faculty and Professional employees submitted since the last meeting of the Board of Regents of Tulsa Community College.

Craig Prosser, NAC Program Coordinator  
Northeast Campus  
Date: October 15, 2015

### Faculty Reclassifications

See attachment.

**A motion** was made by Regent Cornell and seconded by Regent Ballenger to approve the consent agenda. Roll call vote followed.

Yes: Leonard, Cornell, Ballenger, Garber, Looney, McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

### **3. Recommendation for Approval of Early Notice Incentive Program**

The administration recommended approval of an Early Notice Incentive Program. The Early Notice Incentive Program will allow the College to effectively recruit, hire and prepare for the 2017 academic year. The incentive would offer a one-time payment of \$2,000 to a full-time employee who submits an irrevocable letter of retirement by January 15, 2016, and retires between May 1, 2016 and September 1, 2016.

A **motion** was made by Regent McKamey and seconded by Regent Garber to approve the Early Notice Incentive Program. Roll call vote followed.

Yes: Leonard, Cornell, Ballenger, Garber, Looney, McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

## **CONSTRUCTION & PARKING COMMITTEE REPORT**

Regent Looney gave the report.

1. Riverside Aviation – several Board members and administration toured the facility. Expected completion date is December 1, 2015.
2. Southeast Campus Student Union and Campus Store remodel – Expected completion is December 21, 2015.
3. Johnson Controls energy performance contract – Johnson Controls began installing LED parking lot lighting at Southeast Campus. Installation of chillers and boilers is scheduled for early 2016.

## **FINANCE COMMITTEE REPORT**

Regent Cornell gave the report.

### **1. Purchase Agreements**

#### **1.1 Purchase of Store Fixtures**

Authorization was requested to enter into a contract for the purchase of store fixtures for the Southeast Campus bookstore.

The Finance Committee recommended award of the contract to OPTO International, Inc. in the amount of \$143,092 as a sole source purchase.

The **motion** from the Finance Committee was made to approve the purchase of store fixtures and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney, McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

## 1.2 Lease of Microcomputers

Authorization was requested to enter into a contract for a four-year lease of microcomputers for administrative offices at all campuses. The purchase consists of one thousand, three hundred eighty-one (1,381) Hewlett Packard desktop commercial computers and laptop accessories.

The Finance Committee recommended award of the contract to Government Connection (financed through a third-party vendor, Insight Investments) in the amount of \$1,302,321 under Educational and Institutional Cooperative Consortium Contract No. CNR01141.

The **motion** from the Finance Committee was made to approve the lease of microcomputers and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney, McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

## 2. Tax Abatements

*The City of Tulsa's Economic Development Coordinator clarified that the following items are six-year tax abatements under the Local Development Act, not tax increment financing (25-year TIF districts).*

### 2.1 **Recommendation for the Approval of the Agreement for the Local Development Act-Tax Exemption between the City of Tulsa and Tulsa Community College for 420 E. Archer Street, Woodland Park Associates**

Development: Apartment Complex

Current revenue: \$2,379 per year

With retail addition: \$3,759 per year

After completion: \$24,490 per year

Annual abatement for six-year period: \$20,731

The **motion** from the Finance Committee was made to approve the tax abatement for 420 E Archer Street and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

**2.2 Recommendation for Approval of the Agreement for the Local Development Act Tax Exemption between the City of Tulsa and Tulsa Community College for 211 W 3<sup>rd</sup> Street, One Place Investment, Inc.**

Development: Hampton Inn & Suites  
Current revenue: \$401 per year  
After completion: \$8,589 per year  
Annual abatement for six-year period: \$8,188

The **motion** from the Finance Committee was made to approve the tax abatement for 211 W 3<sup>rd</sup> Street and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

**2.3 Recommendation for the Approval of the Agreement for the Local Development Act Tax Exemption between the City of Tulsa and Tulsa Community College for 400 S Boston, LLC**

Development: Boutique Hotel  
Current revenue: \$532 per year  
With retail addition: \$687 per year  
After completion: \$7,614 per year  
Annual abatement for six-year period: \$6,926

The **motion** from the Finance Committee was made to approve the tax abatement for 400 S Boston and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

**2.4 Recommendation for the Approval of the Agreement for the Local Development Act Tax Exemption between the City of Tulsa and Tulsa Community College for 522 S Boston, The Meridia, LLC**

Development: Apartment Complex  
Current revenue: \$583 per year  
With retail addition: \$1,476 per year  
After completion: \$11,103 per year  
Annual abatement for six-year period: \$9,627

The **motion** from the Finance Committee was made to approve the tax abatement for 522 S Boston and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

### **3. Recommendation for Approval of the 2014-2015 Audit**

The 2014-2015 annual audit, performed by Crowe Horwath, LLC, pursuant to the authorization granted by the Tulsa Community College Regents, was completed. The Finance Committee recommended acceptance of this audit.

#### Comments:

Kevin Smith, auditor for Crowe Horwath, reported on the audit. There were no findings in internal controls or compliance issues. Mr. Smith noted that the Foundation's financial statements are discretely presented in the audit.

In addition, a new accounting rule, Governmental Accounting Standards Board (GASB 68), will require disclosure of underfunded pension liabilities and changes net assets as a result. All government institutions will have to report the liability. Though it impacts the financial statements, it will not affect the College's Moody's rating.

***The Board voted to recess until Thursday, October 22, 2015 to allow time for the Regents to review the audit report before voting.***

A **motion** to recess was made by Regent Looney and seconded by Regent Garber. Roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

***The meeting reconvened on Thursday, October 22, 2015 at 5:30 PM at the Metro Campus Boardroom to vote on the financial audit and to complete the agenda. Crowe Horwath auditor, Pete Ugo, joined the conversation by phone.***

A **motion** to reconvene was made by Regent Cornell and seconded by Regent McKamey. Roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Looney and McKamey



No: None  
Abstentions: None  
Absent: Garber  
**Motion carried unanimously.**

Comments:

Regent Ballenger inquired about the inclusion of the Foundation's financial statements in the College's audit. The inclusion is based on a State statute of the Governmental Accounting Standards Board (GASB) requirements. The Foundation's purpose is to support the College and financial statements are discretely presented with the College's audit. The District is also included and is a blended component unit with the financial breakout located in the footnotes.

The **motion** from the Finance Committee was made to approve the audit and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Looney and McKamey  
No: None  
Abstentions: None  
Absent: Garber  
**Motion carried unanimously.**

**4. Monthly Financial Report**

The financial report for September 2015 was recommended for approval by the Finance Committee.

The **motion** from the Finance Committee was made to approve the financial report for September 2015 and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Looney and McKamey  
No: None  
Abstentions: None  
Absent: Garber  
**Motion carried unanimously.**

**OTHER NEW BUSINESS**

There was no other new business.

**PERSONS WHO DESIRE TO COME BEFORE THE BOARD**

There were none.

## **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.]

A **motion** to recess into executive session was made by Regent Cornell and seconded by Regent McKamey. Roll call vote followed.

Yes: Leonard, Cornell, Ballenger, Looney and McKamey

No: None

Abstentions: None

Absent: Garber

**Motion carried unanimously.**

The Board received a confidential report by College legal counsel concerning pending litigation, investigations and claims.

After discussion concluded in executive session, a **motion** to reconvene in regular session was made by Regent McKamey and seconded by Regent Garber. Roll call vote followed.

Yes: Leonard, Cornell, Ballenger, Garber, Looney and McKamey

No: None

Abstentions: None

Absent: None

**Motion carried unanimously.**

## **ADJOURNMENT**

The meeting adjourned October 22, 2015 at 5:50 p.m.

The next regular meeting of the Tulsa Community College Board of Regents was announced for Thursday, November 19, 2015 at 3:00 p.m. at Northeast Campus, Room 1315, 3727 East Apache, Tulsa, OK.

Respectfully submitted,



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Leigh B. Goodson  
President & CEO



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Larry D. Leonard, Chairman  
Board of Regents

ATTEST:



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Robin Flint Ballenger, Secretary  
Board of Regents