



**Tulsa Community College  
Special Meeting of the Board of Regents  
Friday, March 11, 2022  
Metro Campus  
909 South Boston Avenue, Tulsa, OK 74119  
Academic Building, Boardroom 617  
9:00 a.m.**

**AGENDA**

**1. Call to Order**

1.1 Open Meeting Compliance Statement

“Statement of Compliance with the Oklahoma Open Meeting Act  
(Special meeting scheduled on March 11, 2022 at 9:00 a.m.)

**This special meeting of the Tulsa Community College Board of Regents has been convened in accordance with the Oklahoma Open Meeting Act.**

This meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on February 18, 2022.

Notice of this meeting was also given at least twenty-four (24) hours in advance of the meeting by posting notice of the date, time, place, and agenda of the meeting in the glass window adjacent to room 618 on the sixth floor of the Tulsa Community College Metro Campus, located at 909 South Boston Ave, Tulsa, OK, Academic Building 1, and in the first-floor lobby’s glass case at the Tulsa Community College Conference Center, 6111 East Skelly Drive, Tulsa, OK.

1.2 Roll Call

**2. Old Business and Possible Discussion and Action**

2.1 Recommendation for Approval of the Minutes for the Regular Meeting of the Tulsa Community College Board of Regents held on Thursday, February 17, 2022

**Motion for Approval:** \_\_\_\_\_  
**Second Motion for Approval:** \_\_\_\_\_

**3. Personnel Report and Possible Discussion and Action**  
*Presented by President Goodson*

3.1 Consent Agenda

- Appointments of full-time faculty and full-time professional staff at a pay grade 18 and above made since the last meeting of the Board of Regents of Tulsa Community College.
- Retirements of full-time faculty and professional employees submitted since the last meeting of the Board of Regents of Tulsa Community College
- Separations including resignations, terminations, deaths, and transition to disability status of full-time faculty and professional employees submitted since the last meeting of the Board of Regents of Tulsa Community College.

(Attachment 3.1)

**Motion for Approval:** \_\_\_\_\_  
**Second Motion for Approval:** \_\_\_\_\_

**4. Finance, Risk and Audit Committee Report and Possible Discussion and Action**  
*Presented by Regent Cornell*

4.1 Purchase Item Agreements over \$50,000

4.1.1 Fitness Center Management

Authorization is requested to contract with The Young Men's Christian Association of Greater Tulsa (YMCA) in the amount of **\$2,665,947** for the management of TCC fitness centers. The agreement will be a three-year renewable agreement (annual costs of **\$930,525**, **\$867,711**, and **\$867,711**). This agreement was competitively bid under RFP-21006-BC. The management services are being funded from the general and auxiliary budgets.

**Motion from the Finance, Risk and Audit Committee for Approval. No Second Needed.**

#### 4.1.2 Laboratory Equipment

Authorization is requested to contract with Mentice, Inc. (Chicago, IL) in the amount of **\$52,070** for the purchase of a Cardiovascular simulator. The purchase will be made as a manufacturer direct sole source purchase and will be funded from grant budget.

**Motion from the Finance, Risk and Audit Committee for Approval. No Second Needed.**

#### 4.2 Monthly Financial Report

The Finance, Risk and Audit Committee recommends approval of the monthly financial report for February 2022.

**Motion from the Finance, Risk and Audit Committee for Approval. No Second Needed.**

[\(Attachment 4.2\)](#)

### 5. **Adjournment**

The next meeting of the Tulsa Community College Board of Regents will be on April 21, 2022 at 8:30 a.m. at Metro Campus, 909 South Boston Avenue, Tulsa, OK, 74119, Academic Building, Room 617.

**ADDENDUM FOR PERSONNEL CONSENT ITEMS:**

*Items listed under Personnel Consent Items will be approved by one motion without discussion. If discussion on an item is desired, the item will be removed from the “Consent Agenda” and considered separately at the request of a Board member.*

**APPOINTMENT:**

Kirstin Krug, Director Institutional Research, Reporting & Analytics  
Institutional Research, Reporting, & Analytics  
Conference Center  
March 1, 2022

Salary: \$88,000

Kirstin earned her Master of Business Administration in Business Analytics from Syracuse University in Syracuse, New York. She also earned her Bachelor’s in Public Relations at the University of Oklahoma. She has over 10 years of experience in project management and 6 years of analytics experience.

**RETIREMENT:**

Lyn Kent, Dean Mathematics & Engineering  
Science & Mathematics  
Southeast Campus

July 1, 2022

**SEPARATIONS:**

Bradley Sullivan, Fitness Center Manager  
Fitness Center  
Southeast Campus

February 18, 2022

Nicklas Taylor, Benefits/Retirement Manager  
Human Resources  
Conference Center

March 8, 2022

TULSA COMMUNITY COLLEGE  
FINANCIAL ANALYSIS REPORT  
MONTH ENDING FEBRUARY 28, 2022

**STATEMENT OF REVENUE AND EXPENDITURES COMPARISON  
FOR THE PERIOD ENDING FEBRUARY 28, 2022**

	YEAR TO DATE					TOTAL YEAR	
	Actual	Forecast	Prior Year	Better/(Worse)		Forecast	Prior Year
				Forecast - Actual	Prior Year - Actual		
<b>Revenue</b>							
<b>Education &amp; General</b>							
State Appropriations	\$ 22,158,053	\$ 22,212,525	\$21,078,690	\$ (54,472)	\$ 1,079,363	\$ 31,022,199	\$ 30,124,605
Revolving Fund	1,715,552	1,875,652	2,041,424	(160,100)	(325,872)	2,933,139	3,277,972
Resident Tuition	21,680,842	21,752,652	27,218,657	(71,810)	(5,537,815)	29,001,525	30,644,783
Non-Resident Tuition	1,667,649	1,685,256	2,225,238	(17,607)	(557,589)	2,273,685	2,400,449
Student Fees	5,219,840	5,275,856	7,195,315	(56,016)	(1,975,475)	7,605,110	8,248,673
Local Appropriations	23,800,000	23,500,000	20,200,000	300,000	3,600,000	43,250,000	42,700,000
<b>Total</b>	<b>\$ 76,241,936</b>	<b>\$ 76,301,941</b>	<b>\$ 79,959,324</b>	<b>\$ (60,005)</b>	<b>\$ (3,717,388)</b>	<b>\$ 116,085,658</b>	<b>\$ 117,396,482</b>
<b>HEERF</b>							
Federal Stimulus Funds - CARES	-	-	8,371,556	-	(8,371,556)	-	8,371,556
Federal Student Grants - HEERF II&III	10,124,590	10,500,000	-	(375,410)	10,124,590	18,500,000	3,758,550
Federal Institutional Aid - HEERF II&III	10,617,962	11,000,000	-	(382,038)	10,617,962	22,000,000	309,871
<b>Total</b>	<b>\$ 20,742,552</b>	<b>\$ 21,500,000</b>	<b>\$ 8,371,556</b>	<b>\$ (757,448)</b>	<b>\$ 12,370,996</b>	<b>\$ 40,500,000</b>	<b>\$ 12,439,977</b>
<b>Auxiliary Enterprises</b>							
Campus Store	\$ 395,166	\$ 415,000	\$212,686	\$ (19,834)	\$ 182,480	\$ 488,710	\$ 212,686
Student Activities	1,461,526	1,475,652	1,983,280	(14,126)	(521,754)	2,326,125	2,214,300
Other Auxiliary Enterprises	2,418,530	2,403,652	2,545,365	14,878	(126,835)	3,597,825	3,397,937
<b>Total</b>	<b>\$ 4,275,222</b>	<b>\$ 4,294,304</b>	<b>\$ 4,741,331</b>	<b>\$ (19,082)</b>	<b>\$ (466,109)</b>	<b>\$ 6,412,660</b>	<b>\$ 5,824,923</b>
<b>Restricted</b>							
Institutional Grants	\$ 2,281,724	\$ 2,250,000	\$ 2,416,777	\$ 31,724	\$ (135,053)	\$ 4,235,000	\$ 3,901,172
State Student Grants	1,526,792	1,750,000	1,786,153	(223,208)	(259,361)	3,250,000	3,629,649
<b>Total</b>	<b>\$ 3,808,516</b>	<b>\$ 4,000,000</b>	<b>\$ 4,202,931</b>	<b>\$ (191,484)</b>	<b>\$ (394,414)</b>	<b>\$ 7,485,000</b>	<b>\$ 7,530,821</b>
<b>Capital</b>							
Construction - State (295)	\$ 1,716,400	\$ 1,800,000	\$ 937,838	\$ (83,600)	\$ 778,562	\$ 2,000,000	\$ 1,354,297
Construction - Non State (483)	2,782,807	2,500,000	997,554	282,807	1,785,252	6,500,000	1,139,266
<b>Total</b>	<b>\$ 4,499,207</b>	<b>\$ 4,300,000</b>	<b>\$ 1,935,392</b>	<b>\$ 199,207</b>	<b>\$ 2,563,814</b>	<b>\$ 8,500,000</b>	<b>\$ 2,493,563</b>
<b>TOTAL REVENUE</b>	<b>\$ 109,567,434</b>	<b>\$ 110,396,245</b>	<b>\$ 99,210,534</b>	<b>\$ (828,811)</b>	<b>\$ 10,356,899</b>	<b>\$ 178,983,318</b>	<b>\$ 145,685,765</b>
<b>Expenditures</b>				Forecast - Actual	Prior Year - Actual		
<b>Education &amp; General</b>							
Instruction	\$ 27,939,977	\$ 27,825,652	\$ 27,168,853	\$ (114,325)	\$ (771,124)	\$ 47,155,739	\$ 44,458,364
Public Service	386,001	395,625	85,199	9,624	(300,802)	838,205	222,477
Academic Support	9,300,857	9,402,565	9,522,765	101,708	221,908	14,922,466	14,616,590
Student Services	6,516,884	6,609,854	6,705,074	92,970	188,190	10,436,838	9,851,531
Institutional Support	9,548,016	9,604,856	9,760,106	56,840	212,090	14,385,171	15,548,709
Operation/ Maintenance of Plant	11,911,429	11,895,651	11,353,039	(15,778)	(558,389)	17,946,738	17,694,456
Tuition Waivers	3,903,375	3,956,585	4,027,700	53,210	124,326	4,615,500	4,604,895
Scholarships	4,368,378	4,486,585	5,021,394	118,207	653,016	5,785,000	5,043,677
<b>Total</b>	<b>\$ 73,874,915</b>	<b>\$ 74,177,373</b>	<b>\$ 73,644,129</b>	<b>\$ 302,458</b>	<b>\$ (230,786)</b>	<b>\$ 116,085,658</b>	<b>\$ 112,040,698</b>
<b>HEERF</b>							
Federal Student Grants - CARES	-	-	3,990,147	-	3,990,147	-	3,990,147
Federal Student Grants - HEERF II&III	10,647,587	10,500,000	-	(147,587)	(10,647,587)	18,500,000	3,758,550
Federal Institutional Aid - HEERF II&III	11,111,904	11,000,000	-	(111,904)	(11,111,904)	22,000,000	309,871
<b>Total</b>	<b>\$ 21,759,491</b>	<b>\$ 21,500,000</b>	<b>\$ 3,990,147</b>	<b>\$ (259,491)</b>	<b>\$ (17,769,344)</b>	<b>\$ 40,500,000</b>	<b>\$ 8,058,568</b>
<b>Auxiliary Enterprises</b>							
Campus Store	\$ 101,012	\$ 101,000	\$ 106,915	\$ (12)	\$ 5,903	\$ 130,500	\$ 325,221
Student Activities	903,319	956,256	1,384,667	52,937	481,348	1,585,925	2,112,178
Other Auxiliary Enterprises	3,547,604	3,456,852	1,943,795	(90,752)	(1,603,809)	5,525,080	3,444,728
<b>Total</b>	<b>\$ 4,551,935</b>	<b>\$ 4,514,108</b>	<b>\$ 3,435,377</b>	<b>\$ (37,827)</b>	<b>\$ (1,116,558)</b>	<b>\$ 7,241,505</b>	<b>\$ 5,882,127</b>
<b>Restricted</b>							
Institutional Grants	\$ 2,281,724	\$ 2,250,000	\$ 2,416,777	\$ (31,724)	\$ 135,053	\$ 4,235,000	\$ 3,901,172
State Student Grants	2,443,319	2,500,000	2,931,473	56,681	488,155	3,250,000	3,461,516
<b>Total</b>	<b>\$ 4,725,043</b>	<b>\$ 4,750,000</b>	<b>\$ 5,348,251</b>	<b>\$ 24,957</b>	<b>\$ 623,208</b>	<b>\$ 7,485,000</b>	<b>\$ 7,362,688</b>
<b>Capital</b>							
Construction - State (295)	\$ 389,217	\$ 750,000	\$ 748,709	\$ 360,783	\$ 359,492	\$ 2,000,000	\$ 828,029
Construction - Non State (483)	1,952,874	2,000,000	985,960	47,126	(966,914)	6,500,000	1,162,432
<b>Total</b>	<b>\$ 2,342,091</b>	<b>\$ 2,750,000</b>	<b>\$ 1,734,669</b>	<b>\$ 407,909</b>	<b>\$ (607,422)</b>	<b>\$ 8,500,000</b>	<b>\$ 1,990,461</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 107,253,476</b>	<b>\$ 107,691,481</b>	<b>\$ 88,152,574</b>	<b>\$ 438,005</b>	<b>\$ (19,100,902)</b>	<b>\$ 179,812,163</b>	<b>\$ 135,334,542</b>

**EXPENDITURE SUMMARY BY CATEGORY  
FOR THE PERIOD ENDING FEBRUARY 28, 2022**

	YEAR TO DATE						TOTAL YEAR	
	Actual	Forecast	Prior Year	Better/(Worse)		Forecast	Prior Year	
				Forecast - Actual	Prior Year - Actual			
<b>EDUCATION AND GENERAL</b>								
<b>Salaries &amp; Wages</b>								
Faculty	\$ 11,040,524	\$ 11,075,726	\$ 11,157,962	\$ 35,202	\$ 117,438	\$ 19,027,395	\$ 18,908,832	
Adjunct Faculty	7,510,137	7,530,885	6,492,185	20,748	(1,017,952)	11,000,000	10,372,284	
Professional	7,832,701	7,854,770	7,842,503	22,069	9,801	11,888,808	11,706,317	
Classified Exempt	1,344,692	1,342,647	2,025,557	(2,046)	680,865	2,701,773	3,152,171	
Classified Hourly	9,673,238	9,702,842	9,374,432	29,604	(298,805)	16,598,734	15,332,268	
<b>TOTAL</b>	<b>\$ 37,401,292</b>	<b>\$ 37,506,868</b>	<b>\$ 36,892,639</b>	<b>\$ 105,577</b>	<b>\$ (508,653)</b>	<b>\$ 61,216,710</b>	<b>\$ 59,471,871</b>	
<b>Staff Benefits</b>								
Professional Services	\$ 1,808,879	\$ 1,816,285	\$ 1,532,939	\$ 7,406	\$ (275,940)	\$ 2,445,692	\$ 1,497,016	
Operating Services	8,894,102	8,890,516	8,675,428	(3,586)	(218,674)	13,946,086	13,925,416	
Travel	98,604	99,008	42,539	404	(56,066)	337,426	97,726	
Utilities	1,047,695	1,051,985	740,149	4,289	(307,546)	1,567,467	1,244,133	
Tuition Waivers	3,903,375	3,956,585	4,027,700	53,210	124,326	4,615,500	4,604,895	
Scholarships	4,368,378	4,486,585	5,021,394	118,207	653,016	5,785,000	5,043,677	
Furniture & Equipment	1,136,101	1,140,752	1,736,450	4,651	600,349	2,014,700	2,103,886	
<b>TOTAL</b>	<b>\$ 73,874,915</b>	<b>\$ 74,177,373</b>	<b>\$ 73,644,129</b>	<b>\$ 302,458</b>	<b>\$ (230,786)</b>	<b>\$ 116,085,658</b>	<b>\$ 112,040,698</b>	
<b>HEERF</b>								
Federal Student Grants - CARES	-	-	3,990,147	-	3,990,147	-	3,990,147	
Federal Student Grants - HEERF II&III	10,647,587	10,500,000	-	(147,587)	(10,647,587)	18,500,000	3,758,550	
Federal Institutional Aid - HEERF II&III	11,111,904	11,000,000	-	(111,904)	(11,111,904)	22,000,000	309,871	
<b>TOTAL</b>	<b>\$ 21,759,491</b>	<b>\$ 21,500,000</b>	<b>\$ 3,990,147</b>	<b>\$ (259,491)</b>	<b>\$ (17,769,344)</b>	<b>\$ 40,500,000</b>	<b>\$ 8,058,568</b>	
<b>CAMPUS STORE</b>								
Bond Principal and Expense	101,011	101,000	106,915	(11)	5,904	130,500	325,221	
<b>TOTAL</b>	<b>\$ 101,011</b>	<b>\$ 101,000</b>	<b>\$ 106,915</b>	<b>\$ (11)</b>	<b>\$ 5,904</b>	<b>\$ 130,500</b>	<b>\$ 325,221</b>	
<b>STUDENT ACTIVITIES</b>								
<b>Salaries &amp; Wages</b>								
Professional	\$ 44,788	\$ 47,413	\$ 185,047	\$ 2,625	\$ 140,258	\$ 88,231	\$ 208,073	
Classified Hourly	362,971	384,242	584,655	21,271	221,684	678,601	906,968	
<b>Total Salaries &amp; Wages</b>	<b>\$ 407,759</b>	<b>\$ 431,655</b>	<b>\$ 769,701</b>	<b>\$ 23,896</b>	<b>\$ 361,942</b>	<b>\$ 766,832</b>	<b>\$ 1,115,042</b>	
<b>Staff Benefits</b>								
Professional Services	\$ 179,081	\$ 189,575	\$ 333,463	\$ 10,495	\$ 154,383	\$ 282,305	\$ 465,825	
Operating Services	65,000	68,809	102,568	3,809	37,568	116,000	113,717	
Travel	230,245	243,738	171,744	13,493	(58,501)	385,000	409,739	
Utilities	1,986	2,103	1,240	116	(746)	5,000	1,905	
Furniture & Equipment	19,249	20,377	5,950	1,128	(13,299)	30,788	5,950	
Items for Resale	-	-	-	-	-	-	-	
<b>TOTAL</b>	<b>\$ 903,319</b>	<b>\$ 956,256</b>	<b>\$ 1,384,667</b>	<b>\$ 52,937</b>	<b>\$ 481,347</b>	<b>\$ 1,585,925</b>	<b>\$ 2,112,178</b>	
<b>OTHER AUXILIARY ENTERPRISES</b>								
<b>Salaries &amp; Wages</b>								
Professional	\$ 83,638	\$ 81,499	\$ 81,638	\$ (2,140)	\$ (2,000)	\$ 255,695	\$ 122,408	
Adjunct Faculty	171,512	167,124	113,553	(4,388)	(57,959)	166,174	194,396	
Classified Hourly	37,807	36,840	104,018	(967)	66,210	130,631	154,384	
<b>Total Salaries &amp; Wages</b>	<b>\$ 292,957</b>	<b>\$ 285,463</b>	<b>\$ 299,209</b>	<b>\$ (7,494)</b>	<b>\$ 6,251</b>	<b>\$ 552,500</b>	<b>\$ 471,188</b>	
<b>Staff Benefits</b>								
Professional Services	\$ 65,465	\$ 63,791	\$ 70,456	\$ (1,675)	\$ 4,991	\$ 102,452	\$ 106,229	
Operating Services	256,175	249,622	100,984	(6,553)	(155,191)	505,225	160,719	
Travel	2,083,575	2,030,275	650,553	(53,301)	(1,433,022)	2,894,479	1,230,825	
Utilities	23,381	22,783	3,037	(598)	(20,344)	45,265	6,193	
Scholarship & Refunds	407,437	397,014	294,473	(10,423)	(112,964)	609,373	490,118	
Bond Principal and Expense	835	814	1,846	(21)	1,011	5,000	2,737	
Furniture & Equipment	416,817	406,155	516,245	(10,663)	99,428	805,786	967,832	
Items for Resale	961	936	6,993	(25)	6,032	5,000	8,887	
<b>TOTAL</b>	<b>\$ 3,547,605</b>	<b>\$ 3,456,852</b>	<b>\$ 1,943,795</b>	<b>\$ (90,753)</b>	<b>\$ (1,603,809)</b>	<b>\$ 5,525,080</b>	<b>\$ 3,444,728</b>	
<b>CAPITAL</b>								
Construction - State (295)	\$ 389,217	\$ 750,000	\$ 748,709	\$ 360,783	\$ 359,492	\$ 2,000,000	\$ 828,029	
Construction - Non State (483)	1,952,874	2,000,000	985,960	47,126	(966,914)	6,500,000	1,162,432	
<b>Total Capital</b>	<b>\$ 2,342,091</b>	<b>\$ 2,750,000</b>	<b>\$ 1,734,669</b>	<b>\$ 407,909</b>	<b>\$ (607,422)</b>	<b>\$ 8,500,000</b>	<b>\$ 1,990,461</b>	