



**Tulsa Community College
Regular Meeting of the Board of Regents
Thursday, October 17, 2024
West Campus
7505 West 41st Street South, Tulsa, OK 74107
Hardesty Student Success Center at Information Commons
Building 1, Boardroom IC-213
2:30 p.m.**

AGENDA

1. Call to Order

1.1 Open Meeting Compliance Statement

Statement of Compliance with the Oklahoma Open Meeting Act Regular meeting scheduled on October 17, 2024, at 2:30 p.m.

This regular 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 June 29, 2023.

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 on Tulsa Community College's website and on the glass windows facing west on the first floor of Academic Building 1 at Tulsa Community College Metro Campus located at 909 South Boston Avenue, Tulsa, OK 74119.

1.2 Roll Call

2. Minutes 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, September 19, 2024

Motion for Approval: _____

Second Motion for Approval: _____

3. Academic Affairs and Student Success Committee Report and Possible Discussion and Action

Presented by Regent Regan and Matt Mounger, Curriculum Compliance Administrator

3.1 Overview of Committee Meeting Topics

- Faculty Salary Reclassification Update
- Program Reviews Update
- Deans and Faculty Wellness

3.2 Recommendation for Approval of Changes in Academic Programs

The Committee recommends approval of the following curriculum changes:

- Computer User Certificate – Delete Program
- Child Development, Non-Teacher Certification Transfer Option AS – Modify Program
- Healthcare Administration AS – New Program
- Project Management Certificate – Delete Program
- Chemistry AS – Delete Program
- Physics AS – Delete Program

Motion from the Academic Affairs and Student Success Committee for Approval. No Second Needed.

[\(Attachment 3.2 - Curriculum Changes\)](#)

3.3 Student Success Update

Introduction by Jessica Heavin, Director of Wellness Services, and Presented by Krista Myers, TCC student

Student Krista Myers will speak about her experience participating in TCC's Peer Health Education (PHE) program.

4. Personnel Report and Possible Discussion and Action

Presented by President Goodson

4.1 Introduction of New Staff

4.2 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
- Recommendation for full-time faculty reclassification

Motion for Approval: _____

Second Motion for Approval: _____

(Attachment 4.2 - Personnel Consent Agenda)

5. Facilities and Safety Committee Report and Possible Discussion
Presented by Regent Beavers and Michael Siftar, Associate Vice President of Administration and Chief Technology Officer

5.1 Overview of Committee Meeting Topics

- Long-term Facilities Planning Update
- Major Projects Update
- Dashboard Update

6. Community Relations Committee Report and Possible Discussion
Presented by Regent Mitchell

6.1 Overview of Committee Meeting Topics

- Government Relations Update
- TCC Mascot Update
- Advancement and Foundation Updates

7. Finance, Risk and Audit Committee Report and Possible Discussion and Action
Presented by Regent Lawhorn and Mark McMullen, Vice President of Business Affairs and Chief Financial Officer

7.1 Purchase Item Agreements over \$50,000

7.1.1 Classroom Furniture

Authorization is requested to enter an agreement with L&M Office Furniture, LLC (Tulsa, OK) in the amount of **\$197,819** to purchase classroom furniture. The purchase will be awarded under OMNIA

Partners contracts R191803 and R191804 and funded from a grant budget (ARPA).

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

7.1.2 Computer Network Equipment

Authorization is requested to enter an agreement with ISG Technology (Oklahoma City, OK) in the amount of **\$130,221** to provide computer networking equipment. The purchase will be awarded under the State of Oklahoma contract SW1006H/NASPO Agreement AR3228 and will be funded from the general budget.

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

7.1.3 Professional Services

Authorization is requested to enter an agreement with GH2 Architects (Tulsa, OK) in the amount of **\$79,000** for architectural and engineering services. The services will be funded from the general budget.

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

7.2 Recommendation for Acceptance of the 2023-2024 Audit
Presented by Mark McMullen, Vice President of Business Affairs and CFO, and Kevin Kerswick, Crowe LLP

The 2023-2024 annual audit, performed by Crowe LLP, pursuant to the authorization granted by the Tulsa Community College Board of Regents, is complete. The Finance, Risk and Audit Committee recommends acceptance of the audit.

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

7.3 Monthly Financial Report for September 2024

The Finance, Risk and Audit Committee recommends approval of the monthly financial report for September 2024.

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

(Attachment 7.3 – September Financial Statement)

8. Executive Committee Report and Possible Discussion and Action

Presented by Regent Combs, Chair

8.1 Recommendation for Approval of the President’s Employment Contract

The Committee recommends the approval of the College President’s employment contract.

**Motion from the Executive Committee for Approval.
No Second Needed.**

8.2 Recommendation for Approval of College’s “Mission,” “Vision,” and “Beliefs and Values”

The Committee recommends approval of the College “Mission,” “Vision,” and “Beliefs and Values” and authorization of Administration to make any necessary wording changes to comply with applicable laws and accreditation standards.

**Motion from the Executive Committee for Approval.
No Second Needed.**

(Attachment 8.2 – Mission, Vision, and Beliefs and Values)

8.3 Recommendation to Appoint Regent Wesley Mitchell to be Vice Chair for the Remainder of Fiscal Year 2025

Regent Mitchell will replace Paul Cornell, who resigned from the Board.

Motion for Approval: _____
Second Motion for Approval: _____

9. New Business

[Pursuant to Title 25 Oklahoma Statutes, Section 311(A)(10), “...any matter not known about or which could not have been reasonably foreseen prior to the time of posting.”]

10. Persons Who Desire to Come Before the Board

Any person who desires to come before the Board shall notify the Tulsa Community College President’s Office or designee in writing or electronically at least twenty-four (24) hours before the meeting begins. The notification must

explain the nature and subject matter of their remarks and the corresponding agenda item. All persons shall be limited to a presentation of not more than two minutes.

11. President’s Report and Possible Discussion

Presented by President Goodson and Kelsey Kane, Media Relations Manager

11.1 Overview of President’s Highlights

- TCC Inks Agreement with FAA to Help Alleviate Air Traffic Controller Shortage
- John Price Named TCC Vice President of Legal Affairs & General Counsel
- Fastenal Brings Professional Racecar to TCC Campuses
- TCC Regent Chair Inducted into Tulsa Hall of Fame
- TCC Regent, Vice President named Madam President Honorees
- OACC Conference Held at TCC for Second Consecutive Year
- Northeast Campus Hosts Inaugural Manufacturing Day for TPS Students
- TCC Hosts First-Ever Student Convocation
- Students and Staff Walk in Native American Day Parade
- TCC’s Costume Design in the Spotlight
- Signature Symphony ‘More Than Music’ Season Kicks Off
- Signature Symphony Fundraiser Pairs Bach and Beer
- Student Earns \$5K Scholarship from Muscogee Nation
- TCC Hosts Events to Raise Awareness for Alzheimer’s Disease

11.2 President’s Comments on the Highlights

12. Executive Session

Proposed vote to go into executive session for the following purpose(s):

- a. Confidential communications between a public body and its attorneys concerning pending litigation, investigations, claims or actions. 25 O.S. § 307(B)(4).
- b. Discuss the employment and contract of the President. 25 O.S. § 307(B)(1).
- c. Discuss employment of personnel listed in Attachment 4.2 - Personnel Consent Agenda. 25 O.S. § 307(B)(1).

Motion for Approval to Enter Executive Session: _____

Second Motion for Approval: _____

Return to Open Session

13. Adjournment

The next meeting of the Tulsa Community College Board of Regents will be held on Thursday, December 12, 2024, at 2:30 p.m. at Metro Campus, 909 South Boston Avenue, Tulsa, OK, Academic Building/Student Success Center, Building 1, Boardroom 617.

CURRICULUM INFORMATIONAL ITEMS 2024-2025

October 2024

Computer User Certificate	Delete Program	Program was suspended three years ago. OSRHE requires suspended programs either be reinstated or deleted after three years. TCC will delete program.
AS Child Development, Non Teacher Certification Transfer Option	Modify Program	Added COLL 1003 college success to the controlled electives section of the degree requirements.
AS Healthcare Administration	New Program	New program to help students in health science related majors. This degree will help students who want to transfer and for TCC AAS programs.
Project Management Certificate	Delete Program	Program was suspended three years ago. OSRHE requires suspended programs either be reinstated or deleted after three years. TCC will delete program.
AS Chemistry	Delete Program	The current Chemistry AS and Physics AS degrees are very similar. In their 5-year reviews, both programs observed low enrollments. Based on the data from the 5-year reviews, the decision was made to combine the two degrees into a Physical Sciences AS degree. The new Physical Sciences AS degree will still allow students to complete a Physics or Chemistry option, so there is no need to maintain a separate Chemistry AS degree.
AS Physics	Delete Program	TCC's current Physics AS and Chemistry AS degrees are very similar and both have fairly low enrollment, so the decision was made to combine the two degrees into a Physical Sciences AS degree. The new Physical Sciences AS degree will still allow students to complete a Physics or Chemistry option, so there is no need to maintain a separate Physics AS degree.

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.

APPOINTMENTS:

None

RETIREMENTS:

None

SEPARATIONS:

Kaylie Brown
Scholarship Coordinator
Northeast Campus

September 20, 2024

Gail Johnson
Director Financial Aid
Northeast Campus

September 6, 2024

Recommendation for Approval of Full-Time Faculty Reclassification

The following full-time faculty are qualified for salary reclassification under Board policy for the 2024-2025 academic year. It is the recommendation of the administration that the Tulsa Community College Board of Regents approve these reclassifications and the new salaries as indicated.

Name and Area Of Instruction	Present Employment Classification	Reclassification	Qualification
Adams-Emond, Heather Assistant Professor Nursing	Salary Range I \$76,157.28	Salary Range II \$77,680.43	Master's degree + 12 hours
Attisha, Janet Assistant Professor Nursing	Salary Range I \$84,397.25	Salary Range II \$86,085.20	Master's degree + 12 hours
Coker-Boyd, Tina Assistant Professor Nursing	Salary Range III \$88,337.26	Salary Range IV \$90,104.01	Master's degree + 36 hours
Elmore, Angela Assistant Professor Nursing	Salary Range IV \$98,305.92	Salary Range V \$100,272.04	Earned Applied Doctorate

Name and Area Of Instruction	Present Employment Classification	Reclassification	Qualification
Guo, Jianbo "Betty" Assistant Professor Mathematics	Salary Range IV \$70,885.92	Salary Range V \$72,303.64	Master's degree + 48 hours
LeCount, David Associate Professor Entrepreneurship/GKFF Endowed Chair	Salary Range V \$103,368.82	Salary Range VI \$106,469.88	Earned PhD
Michie, Stacey Assistant Professor Mathematics	Salary Range IV \$75,422.73	Salary Range VI \$79,193.87	Earned PhD
Mikolajcik, John Assistant Professor Communications	Salary Range III \$63,399.63	Salary Range IV \$64,667.62	Master's degree + 36 hours
Ray, Rebecca Assistant Professor Nursing	Salary Range I \$74,908.80	Salary Range III \$77,905.15	Master's degree + 24 hours
Roulet, Brandy Assistant Professor Dental Hygiene	Salary Range I \$78,969.47	Salary Range II \$80,548.86	Master's degree + 12 hours
Taylor, Jill Assistant Professor Mathematics	Salary Range III \$71,400	Salary Range V \$74,256	Master's degree + 48 hours
Urie, Jeanne Associate Professor English	Salary Range V \$83,233.47	Salary Range VI \$85,730.47	Earned PhD
Vang, Foua Assistant Professor Nursing	Salary Range IV \$81,251.39	Salary Range V \$82,876.42	Earned Applied Doctorate
Williams, Hannah Assistant Professor Nursing	Salary Range B \$74,460	Salary Range I \$78,927.60	Earned Master's degree

TULSA COMMUNITY COLLEGE
FINANCIAL REPORT
MONTH ENDING SEPTEMBER 30, 2024

**TULSA COMMUNITY COLLEGE
EXPENDITURE SUMMARY BY CATEGORY
FOR THE PERIOD ENDING SEPTEMBER 30, 2024 AND SEPTEMBER 30, 2023**

	SEPTEMBER FY25			SEPTEMBER FY24			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
EDUCATION AND GENERAL								
Salaries & Wages								
Faculty	\$ 23,528,400	\$ 3,925,308	16.7%	\$ 23,972,867	\$ 3,871,527	16.1%	\$ 53,781	1.4%
Adjunct Faculty	11,000,000	2,720,859	24.7%	10,500,000	2,395,787	22.8%	325,072	13.6%
Professional	16,929,700	4,155,703	24.5%	14,596,950	3,424,172	23.5%	731,531	21.4%
Classified	21,045,800	4,374,803	20.8%	21,728,933	4,394,587	20.2%	(19,784)	-0.5%
TOTAL	\$ 72,503,900	\$ 15,176,674	20.9%	\$ 70,798,750	\$ 14,086,074	19.9%	\$ 1,090,600	7.7%
Staff Benefits	\$ 29,519,024	\$ 5,785,225	19.6%	\$ 28,315,327	\$ 5,455,632	19.3%	\$ 329,594	6.0%
Professional Services	2,816,200	800,775	28.4%	2,481,400	784,873	31.6%	15,903	2.0%
Operating Services	17,794,300	6,030,351	33.9%	17,172,743	5,192,617	30.2%	837,734	16.1%
Travel	391,400	98,441	25.2%	315,700	76,670	24.3%	21,771	28.4%
Utilities	2,300,000	639,807	27.8%	2,030,000	706,696	34.8%	(66,889)	-9.5%
Furniture & Equipment	1,296,500	335,266	25.9%	1,482,800	543,559	36.7%	(208,293)	-38.3%
TOTAL	\$ 126,621,324	\$ 28,866,540	22.8%	\$ 122,596,720	\$ 26,846,121	21.9%	\$ 2,020,418	7.5%
HEERF								
Federal Institutional Aid - Lost Revenue	3,600,000	210,410	5.8%	12,000,000	1,620,881	13.5%	(1,410,471)	-87.0%
TOTAL	\$ 3,600,000	\$ 210,410	5.8%	\$ 12,000,000	\$ 1,620,881	13.5%	\$ (1,410,471)	-87.0%
CAMPUS STORE								
Bond Principal and Expense	\$ 132,000	\$ -	0.0%	\$ 132,000	\$ 43,486	32.9%	(43,486)	-100.0%
TOTAL	\$ 132,000	\$ -	0.0%	\$ 132,000	\$ 43,486	32.9%	\$ (43,486)	-100.0%
STUDENT ACTIVITIES								
Salaries & Wages								
Professional	\$ 108,000	\$ 28,191	26.1%	\$ 5,000	\$ 26,358	527.2%	\$ 1,833	7.0%
Classified Hourly	480,000	143,437	29.9%	400,000	121,058	30.3%	22,379	18.5%
Total Salaries & Wages	\$ 588,000	\$ 171,628	29.2%	\$ 405,000	\$ 147,416	36.4%	\$ 24,212	16.4%
Staff Benefits	\$ 270,000	\$ 50,641	18.8%	\$ 200,000	\$ 52,895	26.4%	\$ (2,254)	-4.3%
Professional Services	100,000	300	0.3%	5,000	68,250	1365.0%	(67,950)	-99.6%
Operating Services	1,000,000	134,023	13.4%	739,000	138,549	18.7%	(4,525)	-3.3%
Travel	100,000	76	0.1%	50,000	1,342	2.7%	(1,266)	-94.4%
Furniture & Equipment	1,119,000	-	0.0%	1,000,000	-	0.0%	-	0.0%
TOTAL	\$ 3,177,000	\$ 356,668	11.2%	\$ 2,399,000	\$ 408,451	17.0%	\$ (51,783)	-12.7%
OTHER AUXILIARY ENTERPRISES								
Salaries & Wages								
Professional	\$ 250,000	\$ 62,161	24.9%	\$ 250,000	\$ 59,609	23.8%	\$ 2,552	4.3%
Adjunct Faculty	300,000	70,099	23.4%	300,000	54,559	18.2%	15,540	28.5%
Classified Hourly	200,000	13,771	6.9%	200,000	12,197	6.1%	1,574	12.9%
Total Salaries & Wages	\$ 750,000	\$ 146,031	19.5%	\$ 750,000	\$ 126,365	16.8%	\$ 19,666	15.6%
Staff Benefits	\$ 200,000	\$ 36,261	18.1%	\$ 150,000	\$ 32,849	21.9%	\$ 3,412	10.4%
Professional Services	1,200,000	310,638	25.9%	990,000	243,219	24.6%	67,419	27.7%
Operating Services	4,994,000	341,051	6.8%	6,127,500	353,221	5.8%	(12,170)	-3.4%
Travel	50,000	14,050	28.1%	50,000	4,968	9.9%	9,082	182.8%
Utilities	800,000	213,269	26.7%	800,000	235,565	29.4%	(22,296)	-9.5%
Scholarship & Refunds	5,000	1,435	28.7%	2,500	565	22.6%	870	154.0%
Bond Principal and Expense	140,000	-	0.0%	-	43,486	0.0%	(43,486)	-100.0%
Furniture & Equipment	5,000	559	11.2%	-	-	0.0%	559	100.0%
Items for Resale	-	-	0.0%	-	64	0.0%	(64)	-100.0%
TOTAL	\$ 8,144,000	\$ 1,063,294	13.1%	\$ 8,870,000	\$ 1,040,302	11.7%	\$ 22,991	2.2%
CAPITAL								
Construction - State (295)	\$ -	\$ 248,763	0.0%	\$ 2,600,000	\$ 306,234	11.8%	\$ (57,471)	-18.8%
Construction - Non State (483)	-	-	0.0%	2,000,000	30,863	1.5%	(30,863)	-100.0%
TOTAL	\$ -	\$ 248,763	#DIV/0!	\$ 4,600,000	\$ 337,096	7.3%	\$ (88,333)	-26.2%

**TULSA COMMUNITY COLLEGE
BUDGET OF REVENUE AND EXPENDITURES COMPARISON (SCHOLARSHIPS/WAIVERS)
FOR THE PERIOD ENDING SEPTEMBER 30, 2024 AND SEPTEMBER 30, 2023**

	SEPTEMBER FY25			SEPTEMBER FY24		
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget
Revenue						
Education & General						
Tuition & Fees (Scholarships/Waivers)	\$ 10,000,000	\$ 3,186,623	31.9%	\$ 9,600,000	\$ 2,841,579	29.6%
Expenditures						
Education & General						
Scholarships						
Tulsa Achieves	5,000,000	361,288	7.2%	4,900,000	345,083	7.0%
Waivers						
Concurrent Waiver (High School)	3,900,000	2,250,634	57.7%	3,700,000	1,906,618	51.5%
Resident Waiver (need based)	900,000	391,048	43.4%	800,000	318,842	39.9%
Non Resident Waiver (need based)	50,000	12,150	24.3%	50,000	19,800	39.6%
Other Waivers	150,000	171,503	114.3%	150,000	251,235	167.5%
	10,000,000	3,186,623	31.9%	9,600,000	2,841,579	29.6%

Attachment 8.2

Tulsa Community College Mission, Vision, and Values

Mission

Building success through education

Vision

An educated, employed, and thriving community

Beliefs and Values

- You Belong Here — We foster a culture of diversity, equity, and inclusion that welcomes and respects everyone for who they are and who they will become.
- Everyone Can Learn — We meet people where they are by creating a safe and supportive learning and working environment leading to success.
- Community Is Our Middle Name — We build community, inside and out, through collaboration, service, sustainability, and social and financial responsibility.
- Quality Education Is Affordable — We create a rigorous and engaging learning experience that provides exceptional value.
- Excellence Is Our Culture — We live out excellence at every level by embracing change, always improving, and persisting to reach our full potential.