



**Tulsa Community College
Regular Meeting of the Board of Regents
Thursday, October 19, 2023
West Campus
7505 West 41st Street South, Tulsa, OK
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 for October 19, 2023 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 July 12, 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.

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, September 21, 2023

Motion for Approval: _____

Second Motion for Approval: _____

2.2 Carry Over Items

3. Academic Affairs and Student Success & Equity Committee Report and Possible Discussion

Presented by Regent Mitchell

3.1 Overview of Committee Meeting Topics

- Faculty Salary Reclassification Update
- Five-year Program Reviews Update
- Academic Advising Update

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: _____

[\(Attachment 4.2\)](#)

5. Facilities and Safety Committee Report and Possible Discussion

Presented by Regent Jezek

5.1 Overview of Committee Meeting Topics

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

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

6.1 Overview of Committee Meeting Topics

- Legislative Updates
 - Federal Updates
 - State Updates

7. Finance, Risk and Audit Committee Report and Possible Discussion and Action

Presented by Regent Cornell

7.1 Purchase Item Agreements over \$50,000

7.1.1 Professional Services

Authorization is requested to enter an agreement with GH2 Architects (Tulsa, OK) in the amount of **\$247,500** for architectural and engineering services. The services will be funded from general budget.

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

7.1.2 Professional Services

Authorization is requested to enter an agreement with Lighthouse Consulting, Inc. (Coos Bay, OR) in the amount of **\$125,000** to provide grant consulting services. The services will be funded from a combination of general and grant budgets.

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

7.1.3 Professional Services

Ratification is requested for an agreement with Callie Anne Dunavin (West Memphis, AR) in the amount of **\$80,000** for grant consulting services. The services will be funded from a grant budget.

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

7.2 Recommendation for Acceptance of the 2022-2023 Audit
*Presented by Mark McMullen, Vice President of Business Affairs and CFO,
and Brad Schelle, Crowe LLP*

The 2022-2023 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

The Finance, Risk and Audit Committee recommends approval of the monthly financial report for September 2023.

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

[\(Attachment 7.3\)](#)

8. New Business

[Pursuant to Title 25 Oklahoma Statutes, Section 311(A)(9), "...any matter not known about or which could not have been reasonably foreseen prior to the time of posting." 24 hours prior to meeting]

9. 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.

10. President's Report and Possible Discussion

Presented by President Goodson and Kelsey Kane, Media Relations Manager

10.1 Overview of President's Highlights

- TCC Hosts 2023 OACC Annual Conference
- Students Succeed at Debate and Forensics Competition
- TCC Joins Nationwide Initiative to Address Manufacturing Workforce Shortage

- TCC Surpasses United Way Campaign Goal
- CPT Program Expands to More Schools
- Mentorship Program Provides First-Gen Students with Resources to Succeed
- President’s Leadership Institute Sixth Cohort Begins
- Leadership Tulsa Welcomes Three TCC Employees
- Op-ed: Programs Like Cyber Skills Center Essential for Local Tech Sector Growth
- Signature Symphony Opens 2023-24 Season with Nationally Renowned Violinist
- Professor & Alum Featured in Local Magazine
- TCC Sees Increase of Students at Campus Pantries
- Professor Emphasizes Bridging the Gap in Academic Article
- TCC Students Register Peers to Vote
- TCC Students & Alumni in the News:
 - Graduate Thankful for Time at TCC as Student Loan Payments Resume
 - Student Volunteers at Food Bank After Relying on Food Assistance
 - SHEEO Names TCC Graduate Senior Policy Analyst
 - Alum Featured for Work with YMCA

10.2 President’s Comments on Previous Agenda Items

11. 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 litigation, investigations, claims or actions.]

Motion for Approval to Recess: _____
Second Motion for Approval: _____

11.1 Confidential Report by College Legal Counsel Concerning Pending Litigation, Investigations and Claims or Actions.

Motion for Approval to Reconvene: _____
Second Motion for Approval: _____

12. Adjournment

The next meeting of the Tulsa Community College Board of Regents will be held on Thursday, November 16, 2023, at 2:30 p.m. at Metro Campus, 909 South Boston Avenue, Tulsa, OK, Tandy Student Success Center at Main Academic Building, Building 1, Room MC-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.

APPOINTMENTS:

None.

RETIREMENT:

Vickie Robison, Associate Professor
Liberal Arts & Public Service
Southeast Campus

August 1, 2024

SEPARATIONS:

David Hunt, Client Technology Manager
Client Services
Metro Campus

September 22, 2023

Kelsey Pitts, Assistant Director Admissions & Prospective Student Services
Admissions & Prospective Student Services
Northeast Campus

October 13, 2023

Recommendation for Approval of Full-Time Faculty Reclassification

The following full-time faculty are qualified for salary reclassification under Board policy for the 2023-2024 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
Da Corte, Miguel Assistant Professor Spanish	Salary Range IV - \$62,485.36	Salary Range V - \$63,735.07	Master's degree + 48 hours
Dilibero, Laci Assistant Professor Physical Therapy	Salary Range B - \$81,629.55	Salary Range I - \$86,527.32	Earned Master's degree
Elmore, Angela Assistant Professor Nursing	Salary Range II - \$92,671.49	Salary Range IV - \$96,378.35	Master's degree + 36 hours
France, Kasty Associate Professor English	Salary Range IV - \$76,864.10	Salary Range V - \$78,401.38	Master's degree + 48 hours
Mikolajcik, John Assistant Professor Communication	Salary Range I - \$59,765.87	Salary Range III - \$62,156.50	Master's degree + 24 hours
Urie, Jeanne Associate Professor English	Salary Range IV - \$80,001.41	Salary Range V - \$81,601.44	Master's degree + 48 hours
Vang, Foua Assistant Professor Nursing	Salary Range II - \$76,594.45	Salary Range IV - \$79,658.23	Master's degree + 36 hours
Wolfe, Marissa Assistant Professor Mathematics	Salary Range III \$71,403.84	Salary Range IV - \$72,831.92	Master's degree +36 hours

TULSA COMMUNITY COLLEGE
FINANCIAL REPORT
MONTH ENDING SEPTEMBER 30, 2023

**TULSA COMMUNITY COLLEGE
STATEMENT OF REVENUE AND EXPENDITURES COMPARISON
FOR THE PERIOD ENDING SEPTEMBER 30, 2023 AND SEPTEMBER 30, 2022**

	SEPTEMBER FY24			SEPTEMBER FY23			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
Revenue								
Education & General								
State Appropriations	\$ 40,775,213	\$ 10,197,923	25.0%	\$ 32,957,050	\$ 10,219,251	31.0%	\$ (21,328)	-0.2%
Revolving Fund	1,500,000	155,143	10.3%	1,936,906	780,703	40.3%	(625,560)	-80.1%
Resident Tuition	27,885,045	10,196,058	36.6%	28,598,786	10,270,060	35.9%	(74,002)	-0.7%
Non-Resident Tuition	2,125,228	767,055	36.1%	2,343,890	720,460	30.7%	46,595	6.5%
Student Fees	7,111,396	2,233,425	31.4%	7,130,931	2,262,876	31.7%	(29,451)	-1.3%
Local Appropriations	51,500,000	10,500,000	20.4%	48,000,000	11,000,000	22.9%	(500,000)	-4.5%
Total	\$ 130,896,882	\$ 34,049,604	26.0%	\$ 120,967,563	\$ 35,253,350	29.1%	\$ (1,203,746)	-3.4%
HEERF								
Federal Student Grants - HEERF II&III	\$ -	\$ -	0.0%	\$ 1,500,000	\$ 345,925	23.1%	\$ (345,925)	-100.0%
Federal Institutional Aid - HEERF II&III	-	-	0.0%	28,500,000	10,536,990	37.0%	(10,536,990)	-100.0%
Total	\$ -	\$ -	0.0%	\$ 30,000,000	\$ 10,882,915	36.3%	\$ (10,882,915)	-100.0%
Auxiliary Enterprises								
Campus Store	\$ 300,000	\$ 123,567	41.2%	\$ 525,000	\$ 40,975	7.8%	\$ 82,592	202%
Student Activities	1,900,000	640,183	33.7%	1,900,000	692,213	36.4%	(52,030)	-7.5%
Other Auxiliary Enterprises	3,500,000	949,965	27.1%	3,500,000	921,083	26.3%	28,882	3.1%
Total	\$ 5,700,000	\$ 1,713,715	30.1%	\$ 5,925,000	\$ 1,654,271	27.9%	\$ 59,444	3.6%
Restricted								
Federal Grants	\$ 3,767,861	\$ 1,258,973	33.4%	\$ 2,981,660	\$ 359,739	12.1%	\$ 899,234	250.0%
State Grants	3,180,622	67,459	2.1%	3,398,371	79,987	2.4%	(12,528)	-15.7%
Private Grants	3,814,596	454,043	11.9%	2,261,948	703,195	31.1%	(249,152)	-35.4%
ARPA Grants	5,400,265	-	0.0%	-	-	0.0%	-	0.0%
Total	\$ 16,163,344	\$ 1,780,475	11.0%	\$ 8,641,979	\$ 1,142,921	13.2%	\$ 637,554	55.8%
Capital								
Construction - State (295)	\$ 2,600,000	\$ 1,310,598	50.4%	\$ 3,116,400	\$ 1,716,400	55.1%	\$ (405,802)	-23.6%
Construction - Non State (483)	2,000,000	-	0.0%	7,500,000	89,662	1.2%	(89,662)	-100.0%
Total	\$ 4,600,000	\$ 1,310,598	28.5%	\$ 10,616,400	\$ 1,806,062	17.0%	\$ (495,464)	-27.4%
TOTAL REVENUE	\$ 157,360,226	\$ 38,854,392	24.7%	\$ 176,150,942	\$ 50,739,519	28.8%	\$ (11,885,127)	-23.4%
Expenditures								
Education & General								
Instruction	\$ 56,539,244	\$ 10,041,068	17.8%	\$ 50,516,742	\$ 8,646,246	17.1%	\$ 1,394,822	16.1%
Public Service	1,029,695	191,660	18.6%	982,076	292,342	29.8%	(100,682)	-34.4%
Academic Support	20,124,086	4,993,590	24.8%	18,732,346	4,450,610	23.8%	542,980	12.2%
Student Services	10,735,736	2,503,978	23.3%	11,121,621	2,389,812	21.5%	114,166	4.8%
Institutional Support	16,078,205	4,006,351	24.9%	14,344,843	3,743,380	26.1%	262,971	7.0%
Operation/ Maintenance of Plant	18,089,754	5,109,473	28.2%	17,789,214	4,784,362	26.9%	325,111	6.8%
Tuition Waivers	4,700,000	2,498,050	53.1%	4,300,000	2,188,076	50.9%	309,974	14.2%
Scholarships	4,900,000	343,529	7.0%	5,300,000	1,928,928	36.4%	(1,585,399)	-82.2%
Total	\$ 132,196,720	\$ 29,687,699	22.5%	\$ 123,086,842	\$ 28,423,757	23.1%	\$ 1,263,942	4.4%
HEERF								
Federal Student Grants - HEERF II&III	\$ -	\$ -	0.0%	\$ 1,500,000	\$ -	0.0%	\$ -	0%
Federal Institutional Aid - HEERF II&III	-	-	0.0%	6,000,000	2,777,929	46.3%	(2,777,929)	-100.0%
Federal Institutional Aid - Lost Revenue	12,000,000	1,620,881	13.5%	22,500,000	2,013,829	9.0%	(392,948)	-19.5%
Total	\$ 12,000,000	\$ 1,620,881	13.5%	\$ 30,000,000	\$ 4,791,758	16.0%	\$ (3,170,877)	-66.2%
Auxiliary Enterprises								
Campus Store	\$ 132,000	\$ 43,486	32.9%	\$ 130,500	\$ 43,801	33.6%	\$ (315)	-0.7%
Student Activities	2,399,000	408,451	17.0%	1,900,000	177,334	9.3%	231,117	130.3%
Other Auxiliary Enterprises	8,870,000	1,040,302	11.7%	7,623,500	1,030,793	13.5%	9,509	0.9%
Total	\$ 11,401,000	\$ 1,492,240	13.1%	\$ 9,654,000	\$ 1,251,928	13.0%	\$ 240,312	19.2%
Restricted								
Federal Grants	\$ 3,767,861	\$ 400,012	10.6%	\$ 2,981,660	\$ 359,738	12.1%	\$ 40,274	11.2%
State Grants	3,180,622	1,110,739	34.9%	3,398,371	989,970	29.1%	120,769	12.2%
Private Grants	3,814,596	807,387	21.2%	2,261,948	703,195	31.1%	104,192	14.8%
ARPA Grants	5,400,265	82,914	1.5%	-	-	0.0%	82,914	0.0%
Total	\$ 16,163,344	\$ 2,401,052	14.9%	\$ 8,641,979	\$ 2,052,903	23.8%	\$ 348,149	17.0%
Capital								
Construction - State (295)	\$ 2,600,000	\$ 306,234	11.8%	\$ 3,116,400	\$ 280,703	9.0%	\$ 25,530	9.1%
Construction - Non State (483)	2,000,000	30,863	1.5%	7,500,000	572,094	7.6%	(541,231.24)	-94.6%
Total	\$ 4,600,000	\$ 337,096	7.3%	\$ 10,616,400	\$ 852,798	8.0%	\$ (515,701)	-60.5%
TOTAL EXPENDITURES	\$ 176,361,064	\$ 35,538,969	20.2%	\$ 181,999,221	\$ 37,373,144	20.5%	\$ (1,834,175)	-4.9%

TULSA COMMUNITY COLLEGE
EXPENDITURE SUMMARY BY CATEGORY
FOR THE PERIOD ENDING SEPTEMBER 30, 2023 AND SEPTEMBER 30, 2022

	SEPTEMBER FY24			SEPTEMBER FY23			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
EDUCATION AND GENERAL								
Salaries & Wages								
Faculty	\$ 23,972,867	\$ 3,871,527	16.1%	\$ 20,334,088	\$ 3,254,841	16.0%	\$ 616,686	18.9%
Adjunct Faculty	10,500,000	2,395,787	22.8%	11,000,000	2,258,724	20.5%	137,063	6.1%
Professional	14,596,950	3,424,172	23.5%	13,180,480	3,091,821	23.5%	332,351	10.7%
Classified Exempt	2,624,252	579,061	22.1%	1,978,693	510,367	25.8%	68,695	13.5%
Classified Hourly	19,104,680	3,815,526	20.0%	18,004,571	3,418,117	19.0%	397,409	11.6%
TOTAL	\$ 70,798,750	\$ 14,086,074	19.9%	\$ 64,497,832	\$ 12,533,871	19.4%	\$ 1,552,203	12.4%
Staff Benefits								
Professional Services	\$ 2,481,400	784,873	31.6%	2,634,000	597,034	22.7%	187,839	31.5%
Operating Services	17,172,743	5,192,617	30.2%	16,037,800	4,549,964	28.4%	642,654	14.1%
Travel	315,700	76,670	24.3%	310,200	56,342	18.2%	20,328	36.1%
Utilities	2,030,000	706,696	34.8%	1,650,000	551,488	33.4%	155,208	28.1%
Tuition Waivers	4,700,000	2,498,050	53.1%	4,300,000	2,188,076	50.9%	309,974	14.2%
Scholarships	4,900,000	343,529	7.0%	5,300,000	1,928,928	36.4%	(1,585,399)	-82.2%
Furniture & Equipment	1,482,800	543,559	36.7%	1,628,000	717,882	44.1%	(174,323)	-24.3%
TOTAL	\$ 132,196,720	\$ 29,687,700	22.5%	\$ 123,086,842	\$ 28,423,757	23.1%	\$ 1,263,943	4.4%
HEERF								
Federal Student Grants - HEERF II&III	\$ -	\$ -	0%	\$ 1,500,000	\$ -	0.0%	\$ -	0.0%
Federal Institutional Aid - HEERF II&III	-	-	0.0%	6,000,000	2,777,929	46.3%	(2,777,929)	-100.0%
Federal Institutional Aid - Lost Revenue	12,000,000	1,620,881	13.5%	22,500,000	2,013,829	9.0%	(392,948)	-19.5%
TOTAL	\$ 12,000,000	\$ 1,620,881	13.5%	\$ 30,000,000	\$ 4,791,758	16.0%	\$ (3,170,877)	-66.2%
CAMPUS STORE								
Bond Principal and Expense	\$ 132,000	\$ 43,486	32.9%	\$ 130,500	\$ 43,801	33.6%	(315)	-0.7%
TOTAL	\$ 132,000	\$ 43,486	32.9%	\$ 130,500	\$ 43,801	33.6%	\$ (315)	-0.7%
STUDENT ACTIVITIES								
Salaries & Wages								
Professional	\$ 5,000	\$ 26,358	527.2%	\$ 135,000	\$ 82,327	61.0%	\$ (55,969)	-68.0%
Classified Hourly	400,000	121,058	30.3%	535,000	35,893	6.7%	85,165	237.3%
Total Salaries & Wages	\$ 405,000	\$ 147,416	36.4%	\$ 670,000	\$ 118,220	17.6%	\$ 29,197	24.7%
Staff Benefits								
Professional Services	\$ 200,000	\$ 52,895	26.4%	\$ 300,000	\$ 150	0.1%	\$ 52,745	35163.0%
Operating Services	5,000	68,250	1365.0%	70,000	55,404	79.1%	12,846	23.2%
Travel	739,000	138,549	18.7%	260,000	3,560	1.4%	134,989	3792.0%
Furniture & Equipment	50,000	1,342	2.7%	20,000	-	0.0%	1,342	100.0%
Items for Resale	1,000,000	-	0.0%	580,000	-	0.0%	-	0.0%
TOTAL	\$ 2,399,000	\$ 408,451	17.0%	\$ 1,900,000	\$ 177,334	9.3%	\$ 231,117	130.3%
OTHER AUXILIARY ENTERPRISES								
Salaries & Wages								
Professional	\$ 250,000	\$ 59,609	23.8%	\$ 135,000	\$ 46,608	34.5%	\$ 13,001	27.9%
Adjunct Faculty	300,000	54,559	18.2%	325,000	55,677	17.1%	(1,118)	-2.0%
Classified Hourly	200,000	12,197	6.1%	300,000	15,292	5.1%	(3,095)	-20.2%
Total Salaries & Wages	\$ 750,000	\$ 126,365	16.8%	\$ 760,000	\$ 117,577	15.5%	\$ 8,788	7.5%
Staff Benefits								
Professional Services	\$ 150,000	\$ 32,849	21.9%	\$ 140,000	\$ 28,939	20.7%	\$ 3,910	13.5%
Operating Services	990,000	243,219	24.6%	600,000	356,000	59.3%	(112,781)	-31.7%
Travel	6,127,500	353,221	5.8%	2,495,000	293,064	11.7%	60,157	20.5%
Utilities	50,000	4,968	9.9%	65,000	5,172	8.0%	(204)	-3.9%
Scholarship & Refunds	800,000	235,565	29.4%	800,000	183,829	23.0%	51,736	28.1%
Bond Principal and Expense	2,500	565	22.6%	43,000	375	0.9%	190	50.7%
Furniture & Equipment	-	43,486	0.0%	1,120,500	43,801	3.9%	(315)	-0.7%
Items for Resale	-	-	0.0%	1,600,000	2,036	0.1%	(2,036)	-100.0%
TOTAL	\$ 8,870,000	\$ 1,040,302	11.7%	\$ 7,623,500	\$ 1,030,793	13.5%	\$ 9,509	0.9%
CAPITAL								
Construction - State (295)	\$ 2,600,000	\$ 306,234	11.8%	\$ 3,116,400	\$ 280,703	9.0%	\$ 25,530	9.1%
Construction - Non State (483)	2,000,000	30,863	1.5%	7,500,000	572,094	7.6%	(541,231)	-94.6%
TOTAL	\$ 4,600,000	\$ 337,096	7.3%	\$ 10,616,400	\$ 852,798	8.0%	\$ (515,701)	-60.5%