

TULSA COMMUNITY COLLEGE
Regular Meeting of the Tulsa Community College
Board of Regents
Thursday, March 12, 2015
West Campus, I-232
7505 West 41st Street
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 of Regular Meeting of the Tulsa Community College Board of Regents of Thursday, January 22, 2015

B. Carry Over Items

III. NEW BUSINESS

A. Informative Report

1. TCC in the News
2. Verbal Report

B. Academic & Policy Report

1. Semester Credit Hour

C. Community Relations Report

D. Personnel Report

1. Information Items
2. Consent Agenda

E. Building & Grounds Report

1. Recommendation Regarding Construction of the Riverside Aviation Center
2. Recommendation Regarding Sealed Bids for Renovation and Construction of the Philips Auditorium

(M O R E)

III. NEW BUSINESS

F. Financial Report

1. Recommendation Regarding Purchase Item Agreements

- a. Purchase of Microcomputers
- b. Purchase of Audio Equipment
- c. Purchase of Facilities Equipment Repair
- d. Purchase of Data Processing Equipment
- e. Purchase of Data Processing Software

2. Monthly Financial Report for February 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. Litigation and Pending Investigation

- a. Confidential Report by College Legal Counsel

IV. ADJOURNMENT

Next Meeting Date:

The next regular monthly meeting of the Tulsa Community College Board of Regents is scheduled for Thursday, April 23, 2015, 3:00 p.m. in Room 617 of the Metro Campus, 909 South Boston, Tulsa, Oklahoma.

I. ROLL CALL
March 12, 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, March 12, 2015, at the West Campus, the following attendance was recorded:

	<u>PRESENT</u>	<u>ABSENT</u>
William R. McKamey, Chairman	_____	_____
Paul H. Cornell, Vice Chairman	_____	_____
Robin F. Ballenger, Secretary	_____	_____
Martin D. Garber, Jr., Member	_____	_____
Larry D. Leonard, Member	_____	_____
Ronald S. Looney, Member	_____	_____
Masoud Moazami, 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
March 12, 2015

II. Old Business

A. Approval of the Minutes of the Regular Meeting of the Tulsa Community College Board of Regents of Thursday, January 22, 2015

It is the recommendation of the administration that the Minutes of the meeting of the Tulsa Community College Board of Regents of Thursday, January 22, 2015, be approved as presented.

attachment

MOTION: _____

SECOND: _____

ROLL CALL VOTE:

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

II. OLD BUSINESS
Carry Over Items
March 12, 2015

B. Carry Over 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
Informative Report
March 12, 2015

III. NEW BUSINESS

A. Informative Report

1. TCC in the News
2. Verbal 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
Academic & Policy Report
March 12, 2015

B. Academic & Policy Report

1. Semester Credit Hour

It is the recommendation of the Tulsa Community College Board of Regents Academic & Policy Committee that the policy on Semester Credit Hour be approved as per attached.

Attachment 1 is the proposed policy.
Attachment 2 is the proposed procedure.

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>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
MOAZAMI	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

Semester Credit Hour Definition

Tulsa Community College's assignment and award of credit hours shall conform to commonly accepted practices in higher education and with the federal definition of the credit hour.

Federal Credit Hour Definition

A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than:

(1) one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or

(2) at least an equivalent amount of work as required in paragraph (1) of this definition for other activities as established by an institution, including laboratory work, internships, practica, studio work, and other academic work leading toward the award of credit hours. 34CFR 600.2 (11/1/2010)

TCC Short-Term Courses

TCC will offer classes in which the duration of the class meets the Federal Credit Hour Definition. For example, a one-credit hour class translates to 16 hours of direct faculty instruction time and a minimum of 32 clock hours of out-of-class student work. This one-credit hour lecture class consisting of 48 clock hours could reasonably be offered in a minimum of one week (span of seven days). Using the basic definition for a one-credit hour class, a two-credit hour class could be offered in a minimum of two weeks (span of 14 days), and a three-credit hour course could be offered in a minimum of three weeks (span of 21 days).

For purposes of this policy, a short-term course will be defined as a course less than four weeks in length.

Semester Credit Hour Definition - Short-Term Course Procedures

These procedures support the Board policy related to Semester Credit Hours in compliance with the Federal Credit Hour Definition.

Student Enrollment in Short-Term Courses

Due to the demands of an accelerated format, students will be limited to enrollment in one short-term course for the duration of that short-term course. Students may appeal to TCC's Chief Academic Officer or his/her designee for an exception to this policy.

Faculty Assigned to Teach Short-term Courses

Faculty assigned to teach a short-term course will follow the same guidelines as given for students, so that faculty will have adequate time to (a) prepare and deliver instruction, (b) provide assistance to students, and (c) assess student work. Faculty will be limited to teaching only one short-term course for the duration of that short-term course. Faculty may apply for a policy exception to offer and teach more than one short-term course simultaneously to TCC's Chief Academic Officer or his/her designee.

Faculty Requests for Policy Exceptions

Exception: Faculty may apply for a policy exception to offer and teach a short-term course less than four weeks in duration to TCC's Chief Academic Officer or his/her designee.

With the approval of the campus Associate Dean and Provost, the faculty member will submit a request with supporting documentation to TCC's Chief Academic Officer a minimum of two months prior to master course schedule submission date. The faculty member will prepare and submit documentation including:

1. rationale for why an exception to policy is necessary;
2. course syllabus with specific details demonstrating how the content and rigor of the proposed courses are the same (or better) as the same courses offered in a longer format; and
3. methods for course delivery and implementation with rationale/research supporting these methods as best practices.

The Chief Academic Officer will appoint an ad hoc committee including a minimum of three (four maximum) faculty and two administrators representative of that discipline or program to review the request. The committee will evaluate the request, and prepare a written summary rationale including the recommendation to the Chief Academic Officer.

The Chief Academic Officer will approve or disapprove the recommendation, and will maintain permanent records of exception requests and all related documentation. If the

short-term course exception is approved, the faculty member who proposed the courses will be expected to teach the courses.

The process must be repeated for each semester a faculty would like to apply for an exception to policy. If the simultaneous teaching of multiple specific short-term courses has been previously approved within the current academic year, the Chief Academic Officer has the discretion to approve or disapprove the request without repeating the ad hoc committee review process.

Exception:

Faculty may apply for a policy exception to simultaneously teach more than one short-term at the same time to TCC's Chief Academic Officer or his/her designee.

With the approval of the campus Associate Dean and Provost, the faculty member will submit a request with supporting documentation to TCC's Chief Academic Officer a minimum of two months prior to master course schedule submission date. The faculty member will prepare and submit documentation including:

1. a rationale for why an exception to policy is necessary;
2. methods describing how adequate time will be set aside to (a) prepare and deliver instruction, (b) provide assistance to students, and (c) assess student work for multiple short-term courses at the same time.

The Chief Academic Officer has the discretion to approve or disapprove the request.

Student Requests for Policy Exceptions

Any student who wishes to enroll in a short-term course which will overlap another short term course during the same time period, must petition to have the additional enrollment approved by submitting the following documentation to Enrollment Services to the start date of the additional course:

1. Completed "Short Term Course Petition" form.
2. Supporting statement explaining the need for the additional enrollment and the student's plan to be successful in each course.

Enrollment Services will forward the documentation to the appropriate Associate Dean and Provost on the campus where the additional course is scheduled for their review and recommendation. The Associate Dean and Provost will forward their recommendation, along with supporting documentation, to the Chief Academic Officer or his/her designee who will make the final decision regarding the student's petition.

The Chief Academic Officer will return the documentation to the Associate Dean's office. The Associate Dean is responsible for notifying the student of the final decision

and will forward the documentation to Enrollment Services to archive and to process the additional enrollment if approved.

This process must be repeated for each semester a student would like to appeal the short term enrollment policy.

III. NEW BUSINESS
Community Relations Report
March 12, 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
March 12, 2015

D. Personnel Report

1. Information Items

CERTIFICATION:

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College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Personnel Report
March 12, 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.

RETIREMENTS

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.

(continued next page)

MOTION: _____

SECOND: _____

ROLL CALL VOTE:

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

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Personnel Report
March 12, 2015

2. Consent Agenda (continued)

RESIGNATIONS

Resignations 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 resignations.

SABBATICALS

Sabbaticals reviewed and recommended by the appointed committee, that meet the criteria as stated in the Sabbatical Procedures. See Addendum for the list of recommended sabbaticals.

addendum

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Secretary, TCC Board of Regents

Gwenn Hurlbut, Associate Professor of Nursing, Nursing Services, Metro Campus	Date: July 1, 2015
Benedict J. (Rusty) Middleton III, Associate Professor, Radiography, Allied Health, Metro Campus	Date: August 1, 2015
Jimmy O’Mealey, Associate Professor, General Business, Business and Information Technology, West Campus	Date: August 1, 2015
Ricky Roach, Dean High School Relations, Academic Affairs, Northeast Campus	Date: August 1, 2015
Norma Rodgers, Assistant to President & CEO, Office of the President, Conference Center	Date: August 1, 2015
Mary Ellen Sullivan, Associate Professor of Nursing, Nursing Services, Southeast Campus	Date: July 1, 2015
Angela L. Summers, Associate Professor of Nursing, Nursing Services, Southeast Campus	Date: July 1, 2015
Virginia Terril, Assistant Professor, Nursing, Nursing Services, Metro Campus	Date: July 1, 2015
Jim Tripplehorn, Assistant Professor, Allied Health, Respiratory Therapy, Metro Campus	Date: August 1, 2015
Marva Volk, Associate Professor of Biology, Science and Mathematics, Southeast Campus	Date: July 1, 2015
Nancy Walker, Assistant Professor of Nursing, Nursing Services, Metro Campus	Date: July 1, 2015

RESIGNATIONS:

Jennifer Freeman, Academic Counselor, Student Development, Metro Campus	Date: January 30, 2015
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SABBATICALS:

Patty Smith, Assistant Professor of Biology, Science and Mathematics, West Campus	Date of Leave: 2015 Fall Semester
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Proposal:
TCC in Taos: Research, Service Learning and Global Experiences

Nancy Vitali, Associate Professor of Nursing, Nursing Services, Metro Campus	Date of Leave: 2015 Fall Semester
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Proposal:
Connecting Caring Science, QSEN, Arts-Informed Narrative Inquiry, and Faculty Experience
of Teaching from the Heart

III. NEW BUSINESS
Building & Grounds Report
March 12, 2015

E. Building & Grounds Report

1. Recommendation Regarding Construction of the Riverside Aviation Center

In accordance with State statutes for bidding, Flintco solicited bids from sub-contractors for construction of the Riverside Aviation Center per bid specifications and plans developed by GH2 Architects.

After careful consideration and evaluation of the bids by Flintco, and subsequently Tulsa Community College, it is the recommendation of the Construction Committee to enter into a guaranteed maximum price contract in the amount of \$3,770,528.00.

MOTION FROM CONSTRUCTION COMMITTEE FOR APPROVAL

NO SECOND NEEDED

ROLL CALL VOTE:

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

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
 Building & Grounds Report
 March 12, 2015

2. Recommendation Regarding Sealed Bids for Renovation
 and Construction of the Philips Auditorium

On Monday, March 2, 2015, bids were received from four (4) contractors for the furnishing of all labor and materials for the renovation and construction of the Philips Auditorium per bid specifications and plans developed by Selser Schaefer Architects.

After careful consideration and evaluation of the bids by the Construction Committee, it is the recommendation to the Regents that the bid of \$366,800 from Magnum Construction, Inc., 2501 North Hemlock Court, Broken Arrow, 74012, be accepted. With the contingency of 5%, the total contract amount is \$385,140.

It is further recommended that the College administration be authorized to proceed with a contract with Magnum Construction.

MOTION FROM CONSTRUCTION COMMITTEE FOR APPROVAL

NO SECOND NEEDED

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
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
Financial Report
March 12, 2015

F. Financial Report

1. Recommendation Regarding Purchase Item Agreements

a. Purchase of Microcomputers

Authorization is requested to enter into a contract for the purchase of microcomputers for the West Campus advanced manufacturing program. This purchase consists of thirty (30) each Hewlett Packard laptop computers and two (2) each laptop charging carts.

The Finance Committee recommends award of the contract to Government Connection in the amount of \$33,952.82 under Educational and Institutional Cooperative consortium contract No. CNR01141.

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>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
MOAZAMI	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Financial Report
March 12, 2015

b. Purchase of Audio Equipment

Authorization is requested to enter into a contract for the purchase of audio equipment for the Metro Campus Board of Regents meeting room and the Philips auditorium.

The Finance Committee recommends award of the contract to Ford Audio-Video Systems, LLC in the amount of \$260,882, under State of Oklahoma Contract No. ITSW1021.

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>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
MOAZAMI	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Financial Report
March 12, 2015

c. Purchase of Facilities Equipment Repair

Authorization is requested to enter into a contract for the purchase of facilities equipment repair for Northeast Campus. This purchase consists of piping for heating and chilling water at the campus. This purchase was formally bid by three (3) vendors, and selection was made on the basis of the best and lowest bid meeting specifications.

C-It-All Plumbing	\$ 55,050.00
Northern Equipment	\$ 87,092.42
OCE Mechanical	\$ 89,910.00

The Finance Committee recommends award of the contract to C-It-All Plumbing in the amount of \$55,050.

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>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
MOAZAMI	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Financial Report
March 12, 2015

d. Purchase of Data Processing Equipment

Authorization is requested to enter into a contract for the purchase of data processing equipment for all campuses. This purchase consists of new wireless hardware and software infrastructure to support the increased number of wireless devices at the College.

The Finance Committee recommends award of the contract to ISG Technology in the amount of \$209,804, which is priced below the competitively bid contract under the Educational and Institutional Cooperative consortium contract No. CNR-01141.

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>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
MOAZAMI	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Financial Report
March 12, 2015

e. Purchase of Data Processing Software

Authorization is requested to enter into a contract for the purchase of data processing software for all campuses. This purchase consists of DegreeWorks software, a module companion to Banner ERP systems.

The Finance Committee recommends award of the contract to Ellucian Company LP in the amount of \$216,855, under RFP TCC Administrative Information System—2007, approved by the TCC Board of Regents May 9, 2007.

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>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
MOAZAMI	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

CERTIFICATION:

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

III. NEW BUSINESS
Financial Report
March 12, 2015

2. Monthly Financial Report for February 2015

Attached is the monthly financial report for February 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>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
MOAZAMI	_____	_____	_____
TOTALS	_____	_____	_____
MOTION CARRIED	_____	_____	_____

CERTIFICATION:

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents

TULSA COMMUNITY COLLEGE
FINANCIAL REPORT
MONTH ENDING FEBRUARY 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 FEBRUARY 28, 2015 AND FEBRUARY 28, 2014

	FEBRUARY FY15			FEBRUARY FY14			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
Revenue								
Education & General								
State Appropriations	\$ 37,689,803	\$ 27,793,200	73.7%	\$ 37,643,417	\$ 28,269,296	75.1%	\$ (476,096)	-1.7%
Revolving Fund	2,520,429	2,660,646	105.6%	2,130,561	3,657,604	171.7%	(996,957)	-27.3%
Resident Tuition	29,552,922	24,507,968	82.9%	27,799,472	23,066,976	83.0%	1,440,992	6.2%
Non-Resident Tuition	2,473,585	2,247,201	90.8%	2,644,327	2,060,151	77.9%	187,051	9.1%
Student Fees	6,334,074	5,240,468	82.7%	6,617,534	5,449,946	82.4%	(209,478)	-3.8%
Local Appropriations	36,912,149	14,300,000	38.7%	40,325,073	14,300,000	35.5%	0	0.0%
Total	\$ 115,482,962	\$ 76,749,484	66.5%	\$ 117,160,384	\$ 76,803,972	65.6%	\$ (54,488)	-0.1%
Auxiliary Enterprises								
Campus Store	\$ 9,350,000	\$ 7,480,540	80.0%	\$ 10,801,000	\$ 8,111,132	75.1%	\$ (630,592)	-7.8%
Student Activities	2,574,681	2,059,719	80.0%	2,678,052	2,178,303	81.3%	(118,584)	-5.4%
Other Auxiliary Enterprises	7,773,913	3,520,291	45.3%	4,650,889	3,440,603	74.0%	79,688	2.3%
Total	\$ 19,698,594	\$ 13,060,550	66.3%	\$ 18,129,941	\$ 13,730,038	75.7%	\$ (669,488)	-4.9%
Restricted								
Institutional Grants	\$ 7,947,090	\$ 4,672,414	58.8%	\$ 7,029,961	\$ 4,568,382	65.0%	\$ 104,032	2.3%
State Student Grants	3,763,651	2,674,988	71.1%	3,158,388	1,873,490	59.3%	801,498	42.8%
Total	\$ 11,710,741	\$ 7,347,402	62.7%	\$ 10,188,349	\$ 6,441,872	63.2%	\$ 905,530	14.1%
TOTAL REVENUE	\$146,892,297	\$97,157,435	66.1%	\$145,478,674	\$96,975,881	66.7%	\$ 181,554	0.2%
Expenditures								
Education & General								
Instruction	\$ 55,636,690	\$ 31,509,559	56.6%	\$ 56,130,668	\$ 32,538,508	58.0%	\$ (1,028,949)	-3.2%
Public Service	1,886,885	560,291	29.7%	1,332,431	598,262	44.9%	(37,971)	-6.3%
Academic Support	10,290,476	5,033,196	48.9%	10,209,693	5,393,658	52.8%	(360,463)	-6.7%
Student Services	13,141,064	8,330,903	63.4%	13,091,171	8,636,825	66.0%	(305,922)	-3.5%
Institutional Support	14,601,306	9,477,751	64.9%	14,183,285	9,356,057	66.0%	121,694	1.3%
Operation/ Maintenance of Plant	14,695,247	11,015,415	75.0%	15,263,136	10,080,819	66.0%	934,596	9.3%
Tuition Waivers	3,261,600	2,950,367	90.5%	3,000,000	2,591,340	86.4%	359,027	13.9%
Scholarships	4,294,440	3,676,946	85.6%	3,950,000	3,351,466	84.8%	325,480	9.7%
Total	\$ 117,807,708	\$ 72,554,428	61.6%	\$ 117,160,384	\$ 72,546,936	61.9%	\$ 7,492	0.0%
Auxiliary Enterprises								
Campus Store	\$ 8,498,821	\$ 7,532,363	88.6%	\$ 9,686,154	\$ 7,446,441	76.9%	\$ 85,923	1.2%
Student Activities	2,786,430	1,594,345	57.2%	2,820,442	1,634,440	57.9%	(40,095)	-2.5%
Other Auxiliary Enterprises	10,133,554	4,121,810	40.7%	8,437,562	4,484,806	53.2%	(362,996)	-8.1%
Total	\$ 21,418,805	\$ 13,248,518	61.9%	\$ 20,944,158	\$ 13,565,687	64.8%	\$ (317,169)	-2.3%
Restricted								
Institutional Grants	\$ 7,947,090	\$ 4,669,274	58.8%	\$ 7,029,961	\$ 4,316,159	61.4%	\$ 353,115	8.2%
State Student Grants	3,763,651	3,484,629	92.6%	3,158,388	2,489,550	78.8%	995,079	40.0%
Total	\$ 11,710,741	\$ 8,153,903	69.6%	\$ 10,188,349	\$ 6,805,709	66.8%	\$ 1,348,194	19.8%
TOTAL EXPENDITURES	\$ 150,937,254	\$ 93,956,849	62.2%	\$ 148,292,891	\$ 92,918,331	62.7%	\$ 1,038,518	1.1%

**TULSA COMMUNITY COLLEGE
EXPENDITURE SUMMARY BY CATEGORY
FOR THE PERIOD ENDING FEBRUARY 28, 2015 AND FEBRUARY 28, 2014**

	FEBRUARY FY15			FEBRUARY FY14			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
EDUCATION AND GENERAL								
Salaries & Wages								
Faculty	\$ 18,693,488	\$ 10,745,933	57.5%	\$ 18,381,860	\$ 10,608,983	57.7%	\$ 136,950	1.3%
Adjunct Faculty	13,220,130	7,298,424	55.2%	13,857,240	7,843,595	56.6%	(545,171)	-7.0%
Professional	12,544,963	7,831,497	62.4%	11,941,487	7,811,848	65.4%	19,649	0.3%
Classified Exempt	4,302,724	2,734,794	63.6%	4,214,796	2,638,404	62.6%	96,390	3.7%
Classified Hourly	15,438,720	9,278,014	60.1%	15,128,169	9,493,293	62.8%	(215,279)	-2.3%
TOTAL	\$ 64,200,025	\$ 37,888,662	59.0%	\$ 63,523,552	\$ 38,396,123	60.4%	\$ (507,461)	-1.3%
Staff Benefits	\$ 22,763,194	\$ 13,627,054	59.9%	\$ 22,624,166	\$ 13,731,912	60.7%	(104,858)	-0.8%
Professional Services	3,749,510	1,366,146	36.4%	3,269,523	1,775,468	54.3%	(409,323)	-23.1%
Operating Services	13,066,210	9,151,334	70.0%	14,020,347	8,369,159	59.7%	782,175	9.3%
Supplies and Materials	1,917,792	867,640	45.2%	1,917,792	1,022,098	53.3%	(154,459)	-15.1%
Travel	779,479	365,794	46.9%	750,417	306,315	40.8%	59,478	19.4%
Utilities	2,035,000	1,215,132	59.7%	1,750,000	1,130,777	64.6%	84,355	7.5%
Tuition Waivers	3,261,600	2,950,367	90.5%	3,000,000	2,591,340	86.4%	359,027	13.9%
Scholarships	4,294,440	3,676,946	85.6%	3,950,000	3,351,466	84.8%	325,480	9.7%
Furniture & Equipment	1,740,458	1,445,353	83.0%	2,354,587	1,872,276	79.5%	(426,923)	-22.8%
TOTAL	\$ 117,807,708	\$ 72,554,428	61.6%	\$ 117,160,384	\$ 72,546,936	61.9%	\$ 7,492	0.0%

SCHEDULE B

TULSA COMMUNITY COLLEGE
EXPENDITURE SUMMARY BY CATEGORY
FOR THE PERIOD ENDING FEBRUARY 28, 2015 AND FEBRUARY 28, 2014

	FEBRUARY FY15			FEBRUARY FY14			\$ 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	\$ 300,089	\$ 201,329	67.1%	\$ 326,080	\$ 229,453	70.4%	\$ (28,124)	-12.3%
Classified Hourly	726,640	393,629	54.2%	768,412	446,727	58.1%	(53,098)	-11.9%
Total Salaries & Wages	\$ 1,026,729	\$ 594,958	57.9%	\$ 1,094,492	\$ 676,180	61.8%	\$ (81,222)	-12.0%
Staff Benefits	\$ 342,592	\$ 201,387	58.8%	\$ 369,942	\$ 212,758	57.5%	\$ (11,371)	-5.3%
Professional Services	-	-	0.0%	-	34,372	0.0%	(34,372)	-100.0%
Operating Services	352,500	54,792	15.5%	210,000	98,253	46.8%	(43,461)	-44.2%
Supplies and Materials	-	-	0.0%	-	-	0.0%	-	0.0%
Travel	5,000	2,171	43.4%	-	2,657	0.0%	(486)	-18.3%
Utilities	40,000	16,877	42.2%	40,000	15,705	39.3%	1,172	7.5%
Items for Resale - Campus Store	6,732,000	6,656,994	98.9%	7,971,720	6,406,515	80.4%	250,480	3.9%
Furniture & Equipment	-	5,184	0.0%	-	-	0.0%	5,184	100.0%
TOTAL	\$ 8,498,821	\$ 7,532,363	88.6%	\$ 9,686,154	\$ 7,446,441	76.9%	\$ 85,923	1.2%
<u>STUDENT ACTIVITIES</u>								
Salaries & Wages								
Professional	\$ 628,529	\$ 372,589	59.3%	\$ 613,809	\$ 417,082	67.9%	\$ (44,493)	-10.7%
Classified Hourly	829,398	456,316	55.0%	881,492	466,149	52.9%	(9,833)	-2.1%
Total Salaries & Wages	\$ 1,457,927	\$ 828,905	56.9%	\$ 1,495,301	\$ 883,232	59.1%	\$ (54,326)	-6.2%
Staff Benefits	\$ 535,678	\$ 330,362	61.7%	\$ 565,573	\$ 349,536	61.8%	\$ (19,174)	-5.5%
Professional Services	91,900	16,115	17.5%	57,500	21,434	37.3%	(5,319)	-24.8%
Operating Services	218,602	141,649	64.8%	256,526	104,244	40.6%	37,405	35.9%
Supplies and Materials	175,000	128,875	73.6%	89,163	84,490	94.8%	44,385	52.5%
Travel	99,875	19,316	19.3%	108,529	47,640	43.9%	(28,324)	-59.5%
Furniture & Equipment	66,448	72,256	108.7%	71,150	38,112	53.6%	34,144	89.6%
Items for Resale	141,000	56,866	40.3%	176,700	105,752	59.8%	(48,886)	-46.2%
TOTAL	\$ 2,786,430	\$ 1,594,345	57.2%	\$ 2,820,442	\$ 1,634,440	57.9%	\$ (40,095)	-2.5%
<u>OTHER AUXILIARY ENTERPRISES</u>								
Salaries & Wages								
Professional	\$ 56,343	\$ 37,892	67.3%	\$ 55,310	\$ 37,142	67.2%	\$ 750	2.0%
Adjunct Faculty	127,170	155,660	122.4%	79,170	66,454	83.9%	89,206	134.2%
Classified Hourly	320,000	255,515	79.8%	350,000	212,238	60.6%	43,278	20.4%
Total Salaries & Wages	\$ 503,513	\$ 449,068	89.2%	\$ 484,480	\$ 315,834	65.2%	\$ 133,234	42.2%
Staff Benefits	\$ 87,726	\$ 57,472	65.5%	\$ 84,725	\$ 42,087	49.7%	\$ 15,385	36.6%
Professional Services	552,120	310,890	56.3%	491,370	262,570	53.4%	48,320	18.4%
Operating Services	5,657,218	1,700,294	30.1%	4,441,017	2,190,847	49.3%	(490,553)	-22.4%
Supplies and Materials	300,000	200,547	66.8%	73,070	175,907	240.7%	24,641	14.0%
Travel	32,900	27,110	82.4%	32,923	6,801	20.7%	20,309	298.6%
Utilities	870,000	455,674	52.4%	750,000	424,041	56.5%	31,633	7.5%
Scholarship & Refunds	-	-	0.0%	-	2,000	0.0%	(2,000)	-100.0%
Bond Principal and Expense	2,012,777	902,997	44.9%	2,012,777	891,818	44.3%	11,179	1.3%
Furniture & Equipment	117,300	15,966	13.6%	67,200	172,901	257.3%	(156,935)	-90.8%
Items for Resale	-	1,792	0.0%	-	-	0.0%	1,792	100.0%
TOTAL	\$ 10,133,554	\$ 4,121,810	40.7%	\$ 8,437,562	\$ 4,484,806	53.2%	\$ (362,996)	-8.1%

TULSA COMMUNITY COLLEGE-CAMPUS STORE
STATEMENT OF REVENUE, EXPENDITURES AND CAMPUS STORE EQUITY
FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 2015 AND FEBRUARY 28, 2014

	FEBRUARY FY15		FEBRUARY FY14		Increase/ (Decrease)	Percent Change
	Current Year	Percent of Sales	Prior Year	Percent of Sales		
Income From Sales						
Sales (From 07-01-14 To 02-28-15)						
Textbooks, Supplies, and Soft Goods	\$ 7,470,929		\$ 8,139,347		\$ (668,419)	-8.2%
Total Sales	7,470,929	100.0%	8,139,347	100.0%	(668,419)	-8.2%
Less: Cost of Goods Sold	5,356,439	71.7%	6,080,122	74.7%	(723,683)	-11.9%
Gross Income/(Loss) on Sales	2,114,490	28.3%	2,059,225	25.3%	55,264	2.7%
Operating Expenses						
Selling Expenses	594,958	8.0%	676,180	8.3%	(81,222)	-12.0%
Total Selling Expense	594,958	8.0%	676,180	8.3%	(81,222)	-12.0%
Administrative Expenses						
Personnel Benefits	201,387	2.7%	212,758	2.6%	(11,371)	-5.3%
Travel	2,171	0.0%	2,657	0.0%	(486)	-18.3%
Operating Expense	71,669	1.0%	148,330	1.8%	(76,662)	-51.7%
Total Administrative Expense	275,227	3.7%	363,746	4.5%	(88,519)	-24.3%
Total Selling and Administrative Expense	870,185	11.6%	1,039,926	12.8%	(169,742)	-16.3%
Net Selling Income/(Loss)	1,244,305	16.7%	1,019,299	12.5%	225,006	22.1%
Other Income/(Loss)						
Commission Income	26,526	0.4%	-	0.0%	26,526	0.0%
Other Expense	425,000	5.7%	520,000	6.4%	(95,000)	-18.3%
	(398,474)	-5.3%	(520,000)	-6.4%	121,526	-23.4%
Net Income/(Loss)	\$ 845,831	11.3%	\$ 499,299	6.1%	346,531	69.4%
Equity Balance July 1, 2014	6,689,507		6,391,996		297,511	4.7%
Equity Balance February 28, 2015	\$ 7,535,338		\$ 6,891,295		644,043	9.3%

	Current Year	Prior Year	Increase/ (Decrease)	Percent Change
Inventory July 1, 2014	\$ 1,149,590	\$ 1,209,901	\$ (60,311)	-5.0%
Purchases				
Textbooks, Supplies, and Soft Goods	6,723,654	6,405,589	318,064	5.0%
Total Purchases	6,723,654	6,405,589	318,064	5.0%
Freight-In	138,066	341,514	(203,448)	
	6,861,720	6,747,104	114,616	1.7%
Cost of Goods Available for Sale	8,011,310	7,957,005	54,305	0.7%
Deduct Inventory February 28, 2015	2,654,871	1,876,883	777,988	41.5%
Cost of Goods Sold	\$ 5,356,439	\$ 6,080,122	(723,683)	-11.9%

III. NEW BUSINESS
Other New Business
March 12, 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
March 12, 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
March 12, 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. Litigation and Pending Investigation
 - a. Confidential Report by College Legal Counsel

MOTION: _____

SECOND: _____

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
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
March 12, 2015

1. Litigation and Pending Investigation (continued)

a. Confidential Report by College Legal Counsel (continued)

MOTION: _____

SECOND: _____

ROLL CALL VOTE:

<u>NAME OF REGENT</u>	<u>YES</u>	<u>NO</u>	<u>OTHER</u>
MCKAMEY	_____	_____	_____
CORNELL	_____	_____	_____
BALLENGER	_____	_____	_____
GARBER	_____	_____	_____
LEONARD	_____	_____	_____
LOONEY	_____	_____	_____
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
March 12, 2015

IV. ADJOURNMENT

The next regular meeting of the Tulsa Community College Board of Regents will be held on Thursday, April 23, 3:00 p.m., in Room 617 of the Metro Campus, 909 South Boston, 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