Tulsa Community College
Regular Meeting of the Board of Regents

MINUTES

The regular meeting of the Board of Regents of Tulsa Community College was held on Wednesday, September 9, 2015 at 3:00 p.m. at the West Campus.

Board Members Present: Larry D. Leonard, Paul H. Cornell, Robin F. Ballenger, Martin D. Garber, and Masoud Moazami

Board Members Absent: Ronald Looney and William McKamey

Others Present: Leigh B. Goodson, President and CEO
Clerk for the Board
College Administrators
College Legal Counsel
Faculty and Staff

CALL TO ORDER

Board Chairman Larry Leonard called the meeting to order at 3:05 p.m. The clerk gave the roll call. The meeting proceeded with a quorum.

APPROVAL OF THE MINUTES

A motion was made by Regent Cornell and seconded by Regent Ballenger to approve the minutes of the regular meeting of the Tulsa Community College Board of Regents held on Thursday, August 6, 2015, as presented. Roll call vote followed.

Yes: Leonard, Cornell, Ballenger, Moazami
No: None
Abstentions: None
Absent: Garber
Motion carried unanimously.

CARRYOVER ITEMS

There were no carryover items.
INFORMATIVE REPORT

President Goodson gave the report.

1. **TCC in the News**

Several articles featured the selection on this year’s TCC Foundation Vision in Education Leadership Award recipient – Susan Harris. The Vision dinner is on September 24.

The College signed a transfer agreement with St. Gregory’s University in August. About 200 students transferred to St. Gregory’s in recent years.

On the first day of the fall semester, Dr. Goodson visited classes with a STEM or workforce development focus on all four campuses. Three TV stations and one publication followed while she visited the classrooms.

The Tulsa police officer - credited with saving a man’s life after he punctured an artery - is a former TCC student who completed the spring emergency medical technician training program. The TCC and TPD partnership provides the EMT training.

Dr. Goodson attended the TCC Manufacturing Best Practices Conference where representatives from manufacturers of all sizes spoke about best practices and industry trends. TCC speakers were featured in two Tulsa World articles.

2. **Verbal Report**

The Northeast Campus took part in a community event called Tireless Tulsa. The Metropolitan Environmental Trust collected more than 2,000 old tires in just a few hours.

Provost Greg Stone and President Goodson are hosting the Big Blue Radio Show on TCC’s The Grid, an online radio station. Dr. Goodson and Dr. Stone recently spoke with Congressman Tom Cole during two of the Big Blue Radio shows. The longtime ‘Big Band’ radio show hosted by Alan Lambert is also featured on The Grid.

Dr. Jan Clayton, Associate Vice President for Student Affairs, was named as one of the “Women of the Year – Pinnacle Award” recipients. Established by the Mayor’s Commission on the Status of Women, the award honors women for their work through community service and advocacy for women’s rights. The awards will be presented in February.
Six TCC students – three from West campus and three from Metro campus - were recognized for their work at the Future Business Leaders of America – Phi Beta Lambda national conference this summer. They competed against 1,600 college students from across the country.

ACADEMIC & POLICY COMMITTEE REPORT

No report was presented.

COMMUNITY RELATIONS COMMITTEE REPORT

Lauren Brookey, Vice President for External Affairs, gave the report.

- The Foundation is close to meeting the fundraising goal for Vision Dinner scheduled for September 24. It is the single largest annual fundraiser for the Foundation.

- External Affairs supported a successful Convocation in August at Northeast Campus.

- The redesign of the College website is underway led by Kimberly Webber, Web Manager, supported by Marketing and Communications and IT staff.

- A new advertising theme is also underway.

PERSONNEL REPORT

1. Information Items

President Goodson announced recently appointed faculty and professional staff:

Catherine Bankston, Assistant Professor Developmental Reading, Northeast Campus
Brian Benson, Assistant Professor English, Metro Campus
Chandra Carpenter, Assistant Professor Biology, Southeast Campus
Jean Crissien, Assistant Professor Political Science, Northeast Campus
Laura Cowen, Assistant Professor, Music, Southeast Campus
Daniel Decker, Assistant Professor Chemistry, West Campus
Michael E. Hammer, Assistant Professor Political Science, Metro Campus
Benjamin McFarland, Assistant Professor, EMT Paramedic Fire and Emergency Services, Northeast Campus
CONSTRUCTION & PARKING COMMITTEE REPORT

Regent Garber gave the report.

- Progress continues at Riverside Aviation Center. Flintco is operating a safe and effective construction project, keeping within appropriate timeframes and maintaining a high quality of work. New energy efficient equipment will help meet the State’s requirement for energy reduction. The cost for this project is roughly $3.5-4M. Construction completion is still scheduled for December 1, 2015.

- Rick Scott Construction began the Southeast Campus Store and Student Union remodel as scheduled on Monday, August 31 with a construction completion date of December 21, 2015. The cost for this project is $1.2M.

- The cost of the Johnson Controls energy efficiency project mandated by the State is $6M. The project is expected to deliver around 13% energy efficiency of the 20% required by the State by 2020. The remaining percentage will potentially be achieved through behavioral modification practices.

FINANCE COMMITTEE REPORT

Regent Cornell gave the report.

1. Ratification for Purchase of Shop Supplies and Equipment

Authorization was requested to ratify a contract for the purchase of various shop supplies and equipment for the Northeast Campus Certified Production Technician program.

The Finance Committee recommended award of the contract to Grainger in the amount of $24,314.30 under Educational and Institutional Cooperative consortium contract # CNR-01248. This purchase is funded by the Department of Labor (DOL-ETA) grant.

The motion from the Finance Committee was made and roll call vote proceeded.

   Yes: Leonard, Cornell, Ballenger, Garber, Moazami
   No: None
   Abstentions: None
   Absent: None
   Motion carried unanimously.
2. **Purchase of Furniture**

Authorization was requested to enter into a contract for the purchase of office and classroom furniture for use at the R.L. Jones, Jr. Riverside Airport.

The Finance Committee recommended award of the contract to **Workspace Resource** in the amount of $256,243.14 under the University of Oklahoma furniture contract no. R-10122-14.

The motion from the Finance Committee was made and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber, Moazami
No: None
Abstentions: None
Absent: None
Motion carried unanimously.

3. **Purchase of Internal Auditing Services**

Authorization was requested to enter into a contract for internal auditing services for all campuses.

Bids were received from five (5) auditing firms. After careful evaluation of the bids by the Finance Committee, it was recommended that the bid received from Stinnett & Associates be accepted. Services will be performed on an annual basis with an option to renew for a period of up to five (5) years.

The purchase of services from Stinnett & Associates is awarded under Tulsa Community College RFP-15011-BC. The total costs of services performed will not exceed $150,000 annually.

Stinnett & Associates provides services to many higher education institutions and offers a depth of experience that smaller firms do not offer.

Shane Netherton commented that Stinnett & Associates will develop policies for payables, receivables and purchasing cycles that will be audited annually. BKD, the previous internal auditing firm for the College, mainly provided ad hoc services.

The motion from the Finance Committee was made and roll call vote proceeded.

Yes: Leonard, Cornell, Ballenger, Garber Moazami
No: None
Abstentions: None
Absent: None
Motion carried unanimously.
4. **Renewal of Bank Line of Credit**

Authorization was requested for the President or her designee to secure a renewal for a bank line of credit with the Bank of Oklahoma for up to $1.2 million.

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

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

**OTHER NEW BUSINESS**

1. **The Administration requested that the Board of Regents authorize the Chair of the Board to provide a letter of endorsement in support of the College’s application to participate in the American Association of Community Colleges Pathways Project.**

Dr. Goodson explained that the AACC will select and provide direct support to 30 community colleges across the nation for the implementation of the Pathways Project. The Pathway Project’s purpose is to strategically align all college operations to support student success. The project will reemphasize collaboration with K12 and university partners. If not selected as one of the 30 colleges, the College will still engage in strategic student success initiatives.

A **motion** for approval was made by Regent Cornell and seconded by Regent Garber. Roll call vote followed.  
Yes: Leonard, Cornell, Ballenger, Garber, Moazami  
No: None  
Abstentions: None  
Absent: None  
**Motion carried unanimously.**

2. **The Announcement of the Resignation of Regent Masoud Moazami**

Regent Moazami announced his intention to resign from the Tulsa Community College Board of Regents. Mr. Moazami stated that he intends to serve the Governor’s office in other capacities, and he is unable to continue membership with the Board of Regents.
PERSONS WHO DESIRE TO COME BEFORE THE BOARD

There were none.

EXECUTIVE SESSION

[Proposed vote to go into executive session Pursuant to Title 25 Oklahoma Statutes, Section 307(B)(4), for confidential communications between a public body and its attorneys concerning pending investigations, claims or actions.]

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

Yes: Leonard, Cornell, Ballenger, Garber, Moazami
No: None
Abstentions: None
Absent: None
Motion carried unanimously.

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

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

Yes: Leonard, Cornell, Ballenger, Garber, Moazami
No: None
Abstentions: None
Absent: None
Motion carried unanimously.

ADJOURNMENT

The next regular meeting of the Tulsa Community College Board of Regents was announced for Thursday, October 15, 2015 at 3:00 p.m. at Metro Campus, Room 617, 909 South Boston, Tulsa, OK.

The meeting adjourned October 15, 2015 at 4:15 p.m.
Respectfully submitted,

Leigh B. Goodson  
President & CEO

Larry D. Leonard, Chairman  
Board of Regents

ATTEST:

Robin Flint Ballenger  
Secretary  
Board of Regents