



**Tulsa Community College  
Regular Meeting of the Board of Regents  
Thursday, January 21, 2021  
Southeast Campus  
VanTrease Performing Arts Center  
for Education  
10300 East 81<sup>st</sup> Street, Tulsa, OK  
3:00 p.m.**

*Attendees to the board meetings should enter through the Studio Theatre doors. To keep everyone safe, we ask that you wear a face mask when in the building. If you do not have a face mask, one will be provided to you. Some rows will not be available for seating to help adhere to social distancing guidelines, and audio amplification will be provided in the auditorium.*

**AGENDA**

**1. Call to Order**

**1.1 Open Meeting Compliance Statement**

“Statement of Compliance with the Oklahoma Open Meeting Act  
(Regular meeting scheduled January 21, 2021 at 3:00 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 October 1, 2020 noting campus location/address and on November 13, 2020 specifically noting room location at the Southeast Campus VanTrease Performing Arts Center for Education.

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 at the principal office of the Tulsa Community College Board of Regents, located at 6111 East Skelly Drive, Tulsa, Oklahoma.

**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, November 19, 2020

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

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

2.2 Carry Over Items

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

*Presented by Regent Combs*

3.1 Overview of Committee Meeting Topics

- Introduction of Vice President of Student Success and Equity
- Spring Semester Status Update

3.2 Recommendation for Approval of Changes in Academic Programs

The Committee recommends approval of the following curriculum changes:

- Radiography AAS – Modify Program

[\(Attachment 3.2\)](#)

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

3.3 Recommendation for Approval of Changes in Current Academic Services Fees and the Addition of New Fees

Tulsa Community College is authorized by House Bill No. 1748 to establish or increase academic services fees at our institution with the approval of the College governing board and to recommend to the Oklahoma State Regents for Higher Education such fees as long as the fees do not exceed the actual cost of the academic services provided by the institution.

The Academic Affairs and Student Success Committee recommends changes in current fees and the addition of new fees as follow:

- Dental Hygiene Lab Fee
  - Removal of Fee
  - Courses: DHYG 1013
- Nursing Testing Fee
  - New Fee, \$40.10
  - Courses: NURS 1113, 2213, 2243, 2244, 1212, 2352

(Attachment 3.3)

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

**4. Personnel Report and Possible Discussion and Action**

*Presented by Lindsay White, Sr. Strategy Advisor to the President*

4.1 Introduction of Recently Appointed Staff

4.2 Consent Agenda

- Appointments of full-time faculty and full-time professional employees 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
- Resignations of full-time faculty and professional employees submitted since the last meeting of the Board of Regents of Tulsa Community College

(Attachment 4.2)

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

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

**5. Facilities and Safety Committee Report and Possible Discussion**

*Presented by Regent McKamey*

5.1 Overview of Committee Meeting Topics

- Major Projects Update
- Year-end Safety Review
- Facilities Dashboard

## 6. **Community Relations Committee Report and Possible Discussion**

*Presented by Regent Cornell*

### 6.1 Overview of Committee Meeting Topics

- Legislative Update
- TCC Foundation Update

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

*Presented by Regent Cornell*

### 7.1 Purchase Item Agreement Over \$50,000

#### 7.1.1 Software Licensing

Authorization is requested for software licensing agreements with Digital Architecture, Inc. (Lakeland, FL) in the amount of \$65,951. This amount includes Curriculog curriculum management software, Explorer transfer software, and Acalog academic catalog software. All three software programs are provided as annual licenses, which are not subject to competitive bidding. The purchases will be funded from general budget.

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

#### 7.1.2 Computer Services

Authorization is requested to renew an agreement with Pinnacle Business Systems, Inc. (Edmond, OK) in the amount of \$70,884 to provide offsite data backup and storage services of enterprise data. As a service, this purchase is not subject to competitive bidding. The purchase will be funded from general budget.

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

#### 7.1.3 Computer Services

Authorization is requested to renew an agreement with True Digital Security, Inc. (Orlando, FL) in the amount of \$75,641 to provide network security and training services. As a service, this purchase is not subject to competitive bidding, but is being purchased under Oklahoma State Regents for Higher Education

(OSRHE) OneNet contract C2020-3. The purchase will be funded from general budget.

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

## 7.2 Monthly Financial Report

### 7.2.1 Monthly Financial Report for December 2020

The Finance, Risk and Audit Committee recommends approval of the monthly financial report for December 2020 as presented in the attachment.

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

[\(Attachment 7.2.1\)](#)

## 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 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.

## 10. **President's Report and Possible Discussion**

*Presented by Lindsay White and Nicole Burgin on behalf of President Goodson*

### 10.1 Overview of President's Highlights

- TCC Employees Receive Awards from OACC
- TCC Switches to Online Classes in November
- TCC Sets Spring Start Date and Moves to Increase In-Person Classes
- Navigating Metro Campus to Gain New Perspective
- Annina Collier: Rethinking Creativity During the Pandemic
- December 2020 Commencement
- New TCC Nursing Grads Heading to the Frontlines
- Father and Son Graduate Together

- Ginnie Graham: Dark Year Doesn't Stop TCC Graduate from Achieving Life's Goal
- OpEd: Oklahoma Education Leaders: A Tribute to Dr. Keith Ballard
- Flourish Tulsa Helping Immigrants Find Jobs in the U.S.
- Centers for Workforce Excellence Certified
- TCC Announces Pilot Expansion with TPS and BAPS
- Tulsa World Editorial: TPS Program to Allow High School Students to Earn Associate Degrees
- TCC Seeing Drop in High School Students Taking Dual Credit
- TCC Faculty Member Provides Context Following U.S. Capitol Events

10.2 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 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.

**Motion for Approval to Reconvene:** \_\_\_\_\_

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

**12. Adjournment**

12.1 Next Meeting Date:

The next meeting of the Tulsa Community College Board of Regents will be on Thursday, February 18, 2021 at 3:00 at the Southeast Campus Performing Arts Center for Education, 10300 E 81<sup>st</sup> Street, Tulsa, OK.

Note that any change in meeting location and format, if necessary, will be made within 10 business days of the meeting date.

**CURRICULUM VOTING ITEMS 2020-2021**

Radiography AAS	Modify Program	Deleting RADT 1222 from the curriculum and renumbering clinical education courses. Reduced the number of hours from 69-67.
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Name of Fee	Type of Fee	Course Number(s)	Assessed	New Fee	Fee \$ Current	Fee \$ Proposed	Fee \$ Change	Fee % Change	New Revenue FY21	Total Revenue FY21	Consequences if fee is not approved:	Comments:
Dental Hygiene Lab Fee	Classroom/Laboratory Supply and Material Fee	DHYG 1013	Per Course	No	20.00	0.00	-20.00	100%	-280	-280		This is the removal of a fee. Course is changing to a lecture only course and the lab is being eliminated.
Nursing Testing Fee	Testing-Clinical Service Fee	NURS 1113 Adult Health I NURS 2213 Adult Health II NURS 2243 Adult Health III NURS 2244 Adult Health IV NURS 1212 Career Mobility I NURS 2352 Career Mobility II	Per Course	Yes	0.00	40.10	40.10	100%	25,063	25,063	College would absorb cost.	ExamSoft essential solution and Examplify allows for secure computer testing without the use of Wi-Fi during the testing process. Also, provides organization, analysis, and ability to link exam questions to SLOs and PLOs and integrates with LMS. This will allow faculty and students the ability to assess achievement of program outcomes across the curriculum. The program allows students to get detailed feedback to improve their performance. It provides a level of test security with ExamID. Also, provides the students with the ability to answer questions types similar to those on the licensure exam and to practice the functionality of computer testing (like the licensure exam) throughout the nursing program.

Tulsa Community College is authorized by House Bill No. 1748 to establish or increase academic services fees at our institution with the approval of the College governing board and to recommend to the Oklahoma State Regents for Higher Education such fees as long as the fees do not exceed the actual cost of the academic services provided by the institution.

Title 70, O. S. § 3218.10, authorizes governing boards of institutions within The State System to establish academic services fees at their respective institutions, with the approval of the State Regents, which may be required in addition to resident and nonresident tuition and mandatory fees. Such fees shall not exceed the actual costs of the academic services provided by the institution and may include, but shall not be limited to, special instruction, testing, and provision of laboratory supplies and materials. It is the intent of the Legislature that the State Regents maintain information on established mandatory fees authorized in Title 70, O. S§ 3218.8 and 3218.9 and on the academic services fees authorized in this section. The information shall include, but shall not be limited to, the basis for the amount of the fee, the amount of total revenue to be Oklahoma State Regents for Higher Education 56 collected from the fee, and the use of the revenue collected.

The following words or terms, shall have the following meaning, unless the concept clearly indicates otherwise.

1. Fees. Those fees assessed students in addition to resident and nonresident tuition as a condition of enrollment.

a. **Academic Services Fees**-Fees assessed certain students as a condition of enrollment and as a condition of academic recognition for completion of prescribed courses. Such fees are assessed students receiving certain courses of instruction or certain academic services as designated by the institution and shall not exceed the actual costs of the course of instruction or the academic services provided by the institution. These Oklahoma State Regents for Higher Education 57 services may include, but shall not be limited to, special instruction, testing, and provision of laboratory supplies and materials.

The office of the Chief Academic Officer recommends the following changes in academic service fees.

**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:**

Ryan McCulloch, Assistant Controller  
Comptroller & CFO  
Conference Center  
December 7, 2020

Salary: \$ 71,000

Ryan has earned his Bachelor of Business Administration in Accounting from Northeastern State University and his Bachelor of Science in Human Environmental Sciences from Oklahoma State University. Ryan has four years of audit accounting experience.

**RETIREMENT:**

None.

**RESIGNATIONS:**

Dusti Sloan, Associate Professor, Biology  
Science & Mathematics  
Southeast Campus

May 28, 2021

Howard Vogel, Instructor, Chemistry  
Science & Mathematics  
Metro Campus

December 31, 2020

TULSA COMMUNITY COLLEGE  
FINANCIAL REPORT  
MONTH ENDING DECEMBER 2020



**TULSA COMMUNITY COLLEGE**  
**EXPENDITURE SUMMARY BY CATEGORY**  
**FOR THE PERIOD ENDING DECEMBER 31, 2020 AND DECEMBER 31, 2019**

	DECEMBER FY 21			DECEMBER FY20			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
<b>EDUCATION AND GENERAL</b>								
<b>Salaries &amp; Wages</b>								
Faculty	\$ 19,272,076	\$ 8,012,561	41.6%	\$ 19,704,985	\$ 7,909,732	40.1%	\$ 102,829	1.3%
Adjunct Faculty	10,100,000	5,577,435	55.2%	10,100,000	5,086,559	50.4%	490,876	9.7%
Professional	12,533,836	5,907,249	47.1%	11,847,285	5,739,176	48.4%	168,073	2.9%
Classified Exempt	3,258,316	1,585,325	48.7%	5,315,122	1,546,902	29.1%	38,423	2.5%
Classified Hourly	16,551,705	7,671,765	46.4%	16,831,220	8,046,150	47.8%	(374,385)	-4.7%
<b>TOTAL</b>	<b>\$ 61,715,933</b>	<b>\$ 28,754,335</b>	<b>46.6%</b>	<b>\$ 63,798,612</b>	<b>\$ 28,328,518</b>	<b>44.4%</b>	<b>\$ 425,817</b>	<b>1.5%</b>
<b>Staff Benefits</b>	<b>\$ 24,187,667</b>	<b>\$ 11,579,811</b>	<b>47.9%</b>	<b>\$ 23,074,448</b>	<b>\$ 10,785,552</b>	<b>46.7%</b>	<b>794,259</b>	<b>7.4%</b>
Professional Services	2,474,350	1,160,746	46.9%	2,783,700	1,348,877	48.5%	(188,132)	-13.9%
Operating Services	15,830,539	6,685,762	42.2%	17,107,400	7,650,637	44.7%	(964,876)	-12.6%
Travel	567,950	20,749	3.7%	586,400	227,224	38.7%	(206,476)	-90.9%
Utilities	1,700,000	546,240	32.1%	1,700,000	735,401	43.3%	(189,161)	-25.7%
Tuition Waivers	4,400,000	2,256,960	51.3%	4,400,000	2,205,065	50.1%	51,895	2.4%
Scholarships	10,381,411	6,700,358	64.5%	5,100,000	2,565,624	50.3%	4,134,734	161.2%
Furniture & Equipment	1,379,660	1,342,481	97.3%	875,000	878,252	100.4%	464,229	52.9%
<b>TOTAL</b>	<b>\$ 122,637,510</b>	<b>\$ 59,047,441</b>	<b>48.1%</b>	<b>\$ 119,425,560</b>	<b>\$ 54,725,152</b>	<b>45.8%</b>	<b>\$ 4,322,289</b>	<b>7.9%</b>
<b>CAMPUS STORE</b>								
Bond Principal and Expense	131,000	85,153	65.0%	131,250	65,620	50.0%	19,533	29.8%
<b>TOTAL</b>	<b>\$ 131,000</b>	<b>\$ 85,153</b>	<b>65.0%</b>	<b>\$ 131,250</b>	<b>\$ 65,620</b>	<b>50.0%</b>	<b>\$ 19,533</b>	<b>29.8%</b>
<b>STUDENT ACTIVITIES</b>								
<b>Salaries &amp; Wages</b>								
Professional	\$ 280,000	\$ 138,775	49.6%	\$ 241,000	\$ 129,588	53.8%	\$ 9,187	7.1%
Classified Hourly	1,100,000	479,414	43.6%	1,150,000	508,908	44.3%	(29,494)	-5.8%
<b>Total Salaries &amp; Wages</b>	<b>\$ 1,380,000</b>	<b>\$ 618,189</b>	<b>44.8%</b>	<b>\$ 1,391,000</b>	<b>\$ 638,496</b>	<b>45.9%</b>	<b>\$ (20,307)</b>	<b>-3.2%</b>
<b>Staff Benefits</b>	<b>\$ 575,000</b>	<b>\$ 263,884</b>	<b>45.9%</b>	<b>\$ 592,000</b>	<b>\$ 243,621</b>	<b>41.2%</b>	<b>\$ 20,263</b>	<b>8.3%</b>
Professional Services	150,000	97,630	65.1%	85,000	112,719	132.6%	(15,089)	-13.4%
Operating Services	525,000	124,479	23.7%	545,000	277,207	50.9%	(152,728)	-55.1%
Travel	50,000	47	0.1%	70,000	19,588	28.0%	(19,540)	-99.8%
Furniture & Equipment	1,195,000	5,950	0.5%	1,780,000	102,054	5.7%	(96,104)	-94.2%
Items for Resale	-	-	0.0%	50,000	-	0.0%	-	0.0%
<b>TOTAL</b>	<b>\$ 3,875,000</b>	<b>\$ 1,110,179</b>	<b>28.6%</b>	<b>\$ 4,513,000</b>	<b>\$ 1,393,685</b>	<b>30.9%</b>	<b>\$ (283,505)</b>	<b>-20.3%</b>
<b>OTHER AUXILIARY ENTERPRISES</b>								
<b>Salaries &amp; Wages</b>								
Professional	\$ 125,000	\$ 80,943	64.8%	\$ 70,000	\$ 31,501	45.0%	\$ 49,441	157.0%
Adjunct Faculty	300,000	61,254	20.4%	200,000	154,937	77.5%	(93,683)	-60.5%
Classified Hourly	275,000	92,729	33.7%	300,000	111,876	37.3%	(19,148)	-17.1%
<b>Total Salaries &amp; Wages</b>	<b>\$ 700,000</b>	<b>\$ 234,925</b>	<b>33.6%</b>	<b>\$ 570,000</b>	<b>\$ 298,315</b>	<b>52.3%</b>	<b>\$ (63,389)</b>	<b>-21.2%</b>
<b>Staff Benefits</b>	<b>\$ 125,000</b>	<b>\$ 54,012</b>	<b>43.2%</b>	<b>\$ 100,000</b>	<b>\$ 40,279</b>	<b>40.3%</b>	<b>\$ 13,733</b>	<b>34.1%</b>
Professional Services	550,000	66,890	12.2%	500,000	408,420	81.7%	(341,530)	-83.6%
Operating Services	2,300,000	447,536	19.5%	2,500,000	1,024,050	41.0%	(576,514)	-56.3%
Travel	60,000	2,338	3.9%	100,000	29,613	29.6%	(27,275)	-92.1%
Utilities	650,000	217,136	33.4%	650,000	299,431	46.1%	(82,294)	-27.5%
Scholarship & Refunds	40,000	1,556	3.9%	10,000	5,735	57.4%	(4,179)	-72.9%
Bond Principal and Expense	969,000	76,167	7.9%	1,115,000	478,471	42.9%	(402,304)	-84.1%
Furniture & Equipment	1,479,500	6,863	0.5%	2,764,750	93,682	3.4%	(86,819)	-92.7%
Items for Resale	-	-	0.0%	1,000	-	0.0%	-	0.0%
<b>TOTAL</b>	<b>\$ 6,873,500</b>	<b>\$ 1,107,423</b>	<b>16.1%</b>	<b>\$ 8,310,750</b>	<b>\$ 2,677,995</b>	<b>32.2%</b>	<b>\$ (1,570,572)</b>	<b>-58.6%</b>
<b>CAPITAL</b>								
Construction - State (295)	\$ 1,400,000	\$ 714,843	51.1%	\$ 2,075,000	\$ 750,063	36.1%	\$ (35,220)	-4.7%
Construction - Non State (483)	6,000,000	983,282	16.4%	13,000,000	6,151,677	47.3%	(5,168,395)	-84.0%
<b>TOTAL</b>	<b>\$ 7,400,000</b>	<b>\$ 1,698,125</b>	<b>22.9%</b>	<b>\$ 15,075,000</b>	<b>\$ 6,901,740</b>	<b>45.8%</b>	<b>\$ (5,203,615)</b>	<b>-75.4%</b>