



**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 **January 16, 2020, at 3:00 p.m. at Northeast Campus.**

Board Members Present: Samuel Combs, Wesley Mitchell, Robin Ballenger, Paul Cornell, Caron Lawhorn, and William McKamey

Board Members Absent: Ron Looney

Others Present: President Goodson
 Executive Assistant for the Board
 College Administrators
 College Legal Counsel
 Faculty
 Staff
 Guest Student

CALL TO ORDER

Chairperson Samuel Combs called the meeting to order at 3:32 p.m.

President Goodson confirmed compliance with the Open Meetings Act.

ROLL CALL

The clerk called the roll and the meeting proceeded with a quorum.

APPROVAL OF THE MINUTES

Before approving the November 2019 meeting minutes, Regent Ballenger requested explanation for an item under the Community Relations Report Legislative Update, which states, "Closely monitoring discussions on student loan defaults and application of the defaults to the institutions." The minutes will reflect the following revision:

- Monitoring discussions around proposed legislation that could require institutions of higher education to be fiscally responsible for default rates of their students.

A **motion** was made by Regent McKamey and seconded by Regent Mitchell to approve the minutes for the regular meeting of the Tulsa Community College Board of Regents held on Thursday, November 21, 2019 as presented. The Chair called for a vote. **Motion carried unanimously by voice vote as amended.**

CARRYOVER ITEMS

There were no carryover items.

STUDENT SUCCESS UPDATE

Introduction by Eunice Tarver, Provost and Associate Vice President of Diversity and Inclusion

Provost Tarver introduced Gary Wescott who is a faculty member of the aviation program.

1. Air Traffic Control Program Highlights

- TCC was invited to be a part of a consortium of sixteen colleges and universities for a Federal Aviation Administration (FAA) grant in the Center for Excellence for Technical Training and Human Performance.
- Student, Brandon Grisko, attained the highest score on the FAA academy exam. Mr. Grisko is now employed by the FAA in Georgia. A letter from Mr. Grisko was shared in the Academic Affairs and Student Success Committee meeting.
- TCC air traffic control equipment is the same equipment utilized at the academy in Oklahoma City resulting in increased student preparation.
- Program capacity is twenty-four students with two faculty members per semester.
- Students must apply prior to their thirty-first birthday.
- Student, Shane Alinas, spoke to the Board about his experience in the program.

Provost Tarver acknowledged Matt Wise, Aviation Program Director, for outreach efforts. Mr. Wise noted that Women in Aviation chapter was recently established.

ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

Presented by Regent Mitchell

1. Overview of Committee Meeting Topics

Regent Mitchell presented a dashboard highlighting several topics from the committee meeting on January 9, 2020.

- Mr. Pete Selden, Vice President for Workforce Development, presented to the Committee.
- KPI Scorecard Update
- Early College High School Blueprint

COMMUNITY RELATIONS COMMITTEE REPORT

Presented by Regent Lawhorn

Regent Lawhorn noted several updates discussed in the committee meeting on January 9, 2020.

1. Overview of Committee Meeting Topics

- Senator James Lankford's office offered tickets for three Political Science faculty to attend the impeachment hearings. Chairperson Combs requested that appreciation be communicated to Senator Lankford on behalf of the Board of Regents.
- The College hired Alexis Hilbert as TCC's Director of Government Relations and Policy.
- Higher Ed Day at the State Capital is on February 11, 2020.

PERSONNEL REPORT

Presented by President Goodson

1. Information Items

There were no introductions.

2. Consent Agenda

The personnel consent agenda was submitted for approval.

- 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 full-time professional staff 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.

A **motion** was made by Regent Ballenger and seconded by Regent Lawhorn to approve the personnel consent agenda. The Chair called for a vote. **Motion carried unanimously by voice vote.**

(Attachment: [Consent Agenda](#))

FACILITIES & SAFETY COMMITTEE REPORT

Presented by Regent McKamey

1. Overview of Committee Meeting Topics

Regent McKamey noted several updates discussed in the committee meeting on January 9, 2020.

- General Discussion on Construction and Campus Remodels
 - A number of classrooms were upgraded during winter break.
 - New flooring at North and Southeast campuses.
 - Metro Campus Perk construction underway.
 - Metro Campus Student Union and Campus Store construction plans ongoing.
 - West Campus Student Success Center remodel is underway.
- Major Projects Dashboard ([Attached](#))

FINANCE, RISK AND AUDIT COMMITTEE REPORT

Presented by Regent Cornell

1. Purchase Item Agreements over \$50,000

1.1 Consulting Services

Authorization was requested to ratify a contract with Gold Hill Associates, LLC (Jackson, MS) in the amount of \$60,000 to provide executive search services for the College. The services will be funded from the general budget.

A **motion** was made by the Finance, Risk and Audit Committee to approve purchase of consulting services. No second was needed. **Motion carried unanimously by voice vote.**

1.2 Construction Management Services

Authorization was requested to ratify a contract with Flintco, LLC (Tulsa, OK) in the amount of \$1,220,648 for the construction of a new book store at the Metro Campus. The project will be funded from the capital budget.

A **motion** was made by the Finance, Risk and Audit Committee to approve purchase of construction management services. No second was needed. **Motion carried unanimously by voice vote.**

1.3 Construction Management Services

Authorization was requested to ratify a contract with Flintco, LLC (Tulsa, OK) in the amount of \$295,361 to provide construction management services for the construction of the Perk Coffee Shop at the Metro Campus. The project will be funded from the capital budget.

A **motion** was made by the Finance, Risk and Audit Committee to approve purchase of construction management services. No second was needed. **Motion carried unanimously by voice vote.**

1.4 Construction Management Services

Authorization was requested to ratify a contract with Key Construction, LLC (Tulsa, OK) in the amount of \$1,395,440 for the construction of the Hardesty Student Success Center at West Campus. The project will be funded from the capital budget.

A **motion** was made by the Finance, Risk and Audit Committee to approve purchase of construction management services. No second was needed. **Motion carried unanimously by voice vote.**

1.5 Property Insurance

Authorization was requested to ratify a renewal of the property insurance policy with the Oklahoma Office of Management & Enterprise Services, DCAM Risk Management Department (Oklahoma City, OK) in the amount of \$187,179 which provides coverage for all College facilities. The policy will be funded from the general budget.

A **motion** was made by the Finance, Risk and Audit Committee to approve purchase of property insurance. No second was needed. **Motion carried unanimously by voice vote.**

2. Financial Report for November 2019

The Finance & Audit Committee recommended approval of the monthly financial report for November 2019 as presented.

[\(Attachment: Financials November 2019\)](#)

3. Financial Report for December 2019

Mark McMullen, CFO presented an overview of December 2019 revenues, expenses, cash management and accounts receivables.

- Revenues are ahead of projections particularly due to enrollment.
- Expenses are trending higher than projections particularly due to earlier execution of capital projects.
- Cash remains strong.

The Finance & Audit Committee recommended approval of the monthly financial report for December 2019 as presented.

A **motion** was made by the Finance, Risk and Audit Committee to approve the November and December 2019 financials. No second was needed. **Motion carried unanimously by voice vote.**

[\(Attachment: Financials December 2019\)](#)

[\(Attachment: Financial Dashboard December 2019\)](#)

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]

There was none.

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.

There were none.

PRESIDENT'S REPORT

Presented by President Goodson and Nicole Burgin, Media Relations Manager

1. Overview of President's Highlights

Ms. Burgin apprised the Board of the following noted in the President's Highlights [\(attached\)](#).

- TCC Faculty Pens Book
- TCC Faculty Named 2020 Women of the Year/Pinnacle Award Winner
- Oklahomans of the Year 2019: Stuart Price

2. President's Comments

President Goodson mentioned several noteworthy topics noted in the President's Highlights.

- OSU-Tulsa, TCC Expand Partnership
- 2019 Fall Commencement
- Tulsa African-American Resource Center Hosts Race Massacre Discussion

EXECUTIVE SESSION

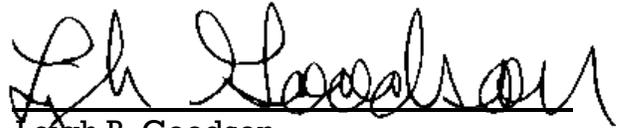
[Proposed vote to go into executive session Pursuant to Title 25 Oklahoma Statutes, Section 307(B)(4), for confidential communications between a public body and its attorneys concerning pending litigation, investigations, claims or actions.]

There was no need for an Executive Session.

ADJOURNMENT

The meeting adjourned at 4:35 p.m. The next meeting of the Tulsa Community College Board of Regents will be held on Thursday, February 20, 2020 at West Campus, 7505 W 41st Street, Tulsa, OK, Bldg. 1, Boardroom I-232 at 3:00.

Respectfully submitted,


Leigh B. Goodson
President & CEO


Samuel Combs, Chair
Board of Regents

ATTEST:



Ronald Looney, Secretary
Board of Regents

TULSA COMMUNITY COLLEGE
FINANCIAL REPORT
MONTH ENDING NOVEMBER 2019

TULSA COMMUNITY COLLEGE
FINANCIAL REPORT
MONTH ENDING DECEMBER 2019



Tulsa Community College's aviation program was formally established in 1992 and offers degree paths in Professional Pilot, Air Traffic Control, and Certificates in Aircraft Dispatch, Private Pilot, Commercial Pilot, and Certified Flight Instructor

- TCC's Professional Pilot program is an FAA approved 141 flight training program
- TCC's Professional Pilot degree program is approved for the FAA Restricted Airline Transport Pilot program
- In 2008 the aviation program was approved by the FAA to be one of only thirty-six schools in the nation to be authorized as an official Collegiate Training Initiative for Air Traffic Control
- TCC has invested over \$1.4M in assets for air traffic control simulation
- TCC's aviation program is the only school in the State of Oklahoma to have an FAA approved Aircraft Dispatch Certificate program.
- In 2016, TCC's Aviation Center was relocated to a newly renovated state-of-the-art training facility at the Richard L. Jones Jr. Airport
- TCC operates technically advanced aircraft flying the latest Garmin G/1000 equipment
- TCC's Aviation Center utilizes a full-motion flight training simulator, crosswind trainer and a static G/1000 trainer for flight training

Tulsa Community College Aviation Center

- FAA 141 approved training program
- FAA approved CTI ATC program
- FAA approved Aircraft Dispatch Certificate program
- AAS degrees in Professional Pilot and ATC



TCC Faculty Pens Book

Featured by **The Oklahoman**

Clint Crowe, assistant history and political science professor, has written “Caught in the Maelstrom: The Indian Nations in the Civil War, 1861-1865.” Released in December, the book examines the plight of the Five Civilized Tribes — the Cherokee, Choctaw, Chickasaw, Creek (Muscogee), and Seminole -- during America’s Civil War.

New TCC Foundation Trustee Recognized in D.C.

Featured by **KOTV, KTUL, Tulsa World and KWGS**

Jesse Guardiola, a new TCC Foundation Trustee, was recently honored in Washington D.C., for his work in Tulsa's Hispanic community. U.S. Attorney General William Barr and the Justice Department recognized the exceptional work of 19 law enforcement officers from across the country. Guardiola received the Distinguished Service in Policing because of his community policing work that is becoming a national model for outreach to Hispanic communities.



OSU-Tulsa, TCC Expand Partnership

Featured by **FOX23 and Journal Record**

In December, we took the next step with one of our Tulsa Transfer Project partners and announced an expanded partnership with OSU-Tulsa to strengthen the four-year college experience in Tulsa. Linked Degree will provide a cohesive student experience with the two institutions working closely together to provide student support services and transfer services.

Tulsa Regional Fire Academy at TCC Graduates 8 Cadets

Featured by **FOX23, KOTV, KJRH and Claremore Progress**

The second graduation of fire cadets from the Tulsa Regional Fire Academy are ready to go into the fire service. One of the students immediately went to work for the Claremore Fire Department, with several more in the process of applying or interviewing at area fire departments. This is an extension of the partnership TCC has with the Tulsa Fire Department through the Tulsa Fire Safety Training Center on the TCC Northeast Campus.



TCC Faculty Named 2020 Women of the Year/Pinnacle Award Winner

Featured by **KOTV**

Tina Pena, associate professor of Spanish and Community/Medical Interpreter Trainer, has been named a 2020 Women of the Year – Pinnacle Award winner. She was recognized by Tulsa Mayor G.T. Bynum for her work in the community.

2019 Fall Commencement

Featured by KJRH and KOTV

Our first ever fall commencement was a huge success with more than 350 students participating in graduation. Both KJRH and KOTV aired stories showing video from the ceremony and included information on enrolling for spring classes.



Mother & Daughter Graduate TCC Together: Both Working to Become Teachers

Featured by KJRH

KJRH featured a story about a mother and daughter graduating in Early Childhood Development and transferring to OU. They were part of the Bridging the Gap Scholarship Program, funded by a generous grant from the George Kaiser Family Foundation. The scholarship pays 90% of tuition and fees and 100% of textbooks for those pursuing a career working with children between the ages of zero to eight and provides support and one on one assistance for the students.

TCC Alumni Wins Milken Educator Award

Brooke Lee, a teacher in Claremore and former TCC student, was one of 40 honorees to receive the Milken Educator Award. Lee was named a 2019-20 recipient of the national recognition, which comes with an unrestricted \$25,000 cash prize. Considered to be the “Oscars of Teaching,” she is the only Milken Educator Award winner from Oklahoma this year.

Oklahomans of the Year 2019: Stuart Price

Featured by Oklahoma Magazine

Stuart Price, a strong supporter of TCC and Tulsa Achieves, was named one of the Oklahomans of the Year for his work in reinventing Tulsa and creating stunning places for Oklahomans to live and work. He is a former Regent for the Oklahoma State Regents for Higher Education.

TJC/TCC Faculty Member Remembered

Featured by Tulsa People and Tulsa World

Sally Bright, a long-time member of the Tulsa Junior College/Tulsa Community College faculty and 1998 Oklahoma Professor of the Year by the Carnegie Foundation for the Advancement of Teaching, was remembered for making Tulsa a better community. She also had a Tulsa World column, “Our Lively Language,” where she answered questions about usage for nearly 30 years. Both Tulsa People and Tulsa World noted her contributions to making a difference and her passing in 2019.

Tulsa African-American Resource Center Hosts Race Massacre Discussion

Featured by KOTV

The African-American Recourse Center of the Tulsa City-County Library hosted a discussion the 1921 Tulsa Race Massacre and screening of "Detroit" followed by a discussion led by two TCC employees - Dewayne Dickens and Ramona Curtis. The discussion focused on the historical trauma of the massacre.

TCC 50 Notable Alumni

50 NOTABLE ALUMNI
1970 TCC 2020



MICHAEL WILLIS, M.P.A.
Tulsa County Clerk
Attended: 1997-1999



50 NOTABLE ALUMNI
1970 TCC 2020



LINDA SIEGMANN, M.B.A.
Tax Account, RJ & Associates, PC, Certified Public Accountants
Graduated: 2005



50 NOTABLE ALUMNI
1970 TCC 2020



TIM LYONS
CEO, TTCU Federal Credit Union
Attended: 1980 and 1988



50 NOTABLE ALUMNI
1970 TCC 2020



TIFFANI BRUTON
Director of Public Affairs, Cox Communications
Attended: 1993-1997



50 NOTABLE ALUMNI
1970 TCC 2020

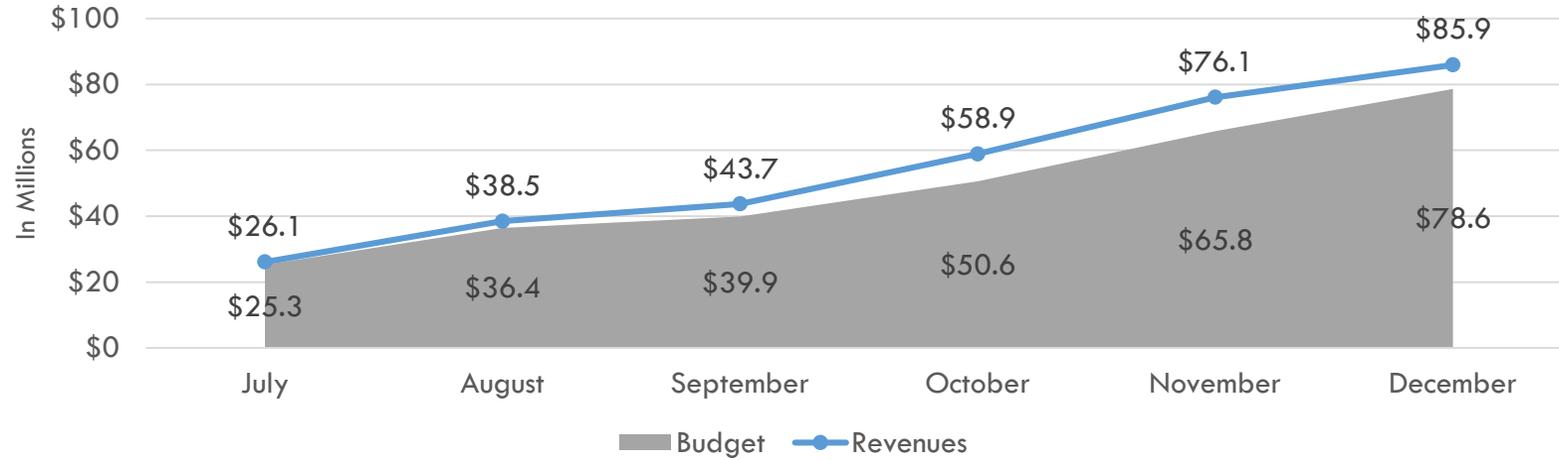


SHARON BISHOP-BALDWIN
Writer and Editor
Graduated: 1989



REVENUE DASHBOARD DECEMBER 2019

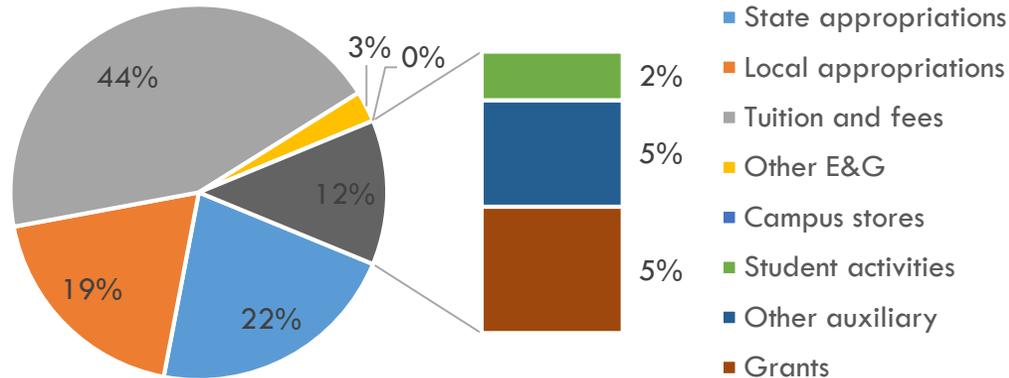
Actual vs Budget | YTD



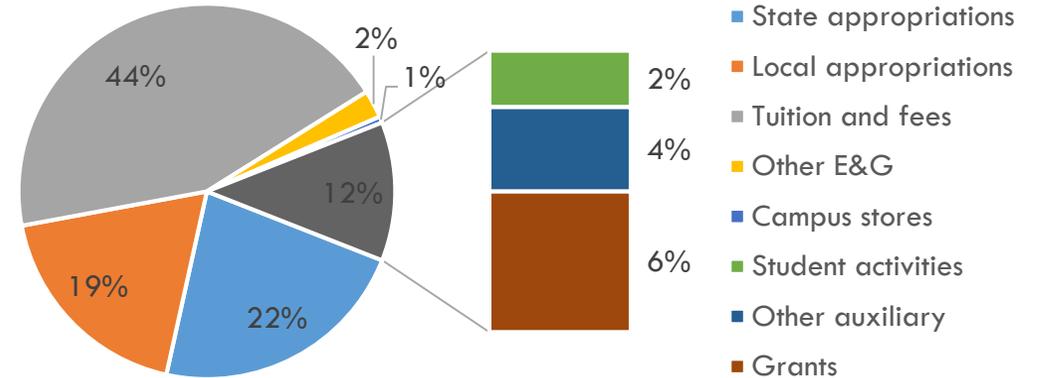
Revenues | Monthly Activity

Revenue	Actual	Budget
E&G	\$ 8.9	\$ 10.8
Auxiliary	\$ 0.5	\$ 0.4
Restricted	\$ 0.4	\$ 1.0
Capital	\$ 0.1	\$ 0.6
	<u>\$ 9.9</u>	<u>\$ 12.8</u>

YTD Revenues by Type

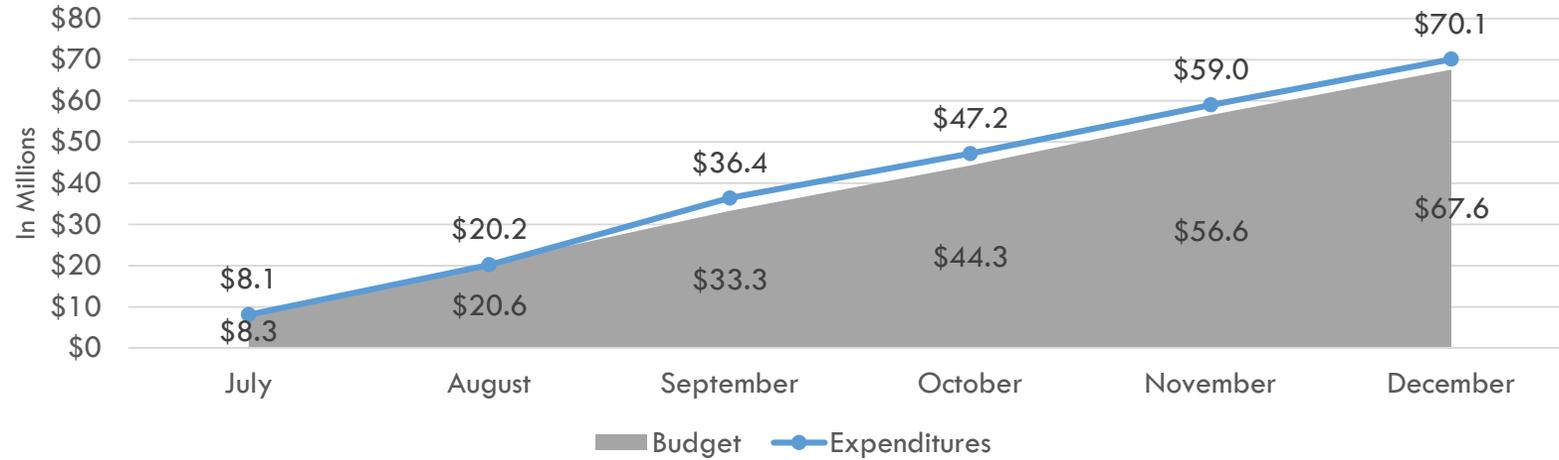


YTD Budgeted Revenues by Type



EXPENSE DASHBOARD DECEMBER 2019

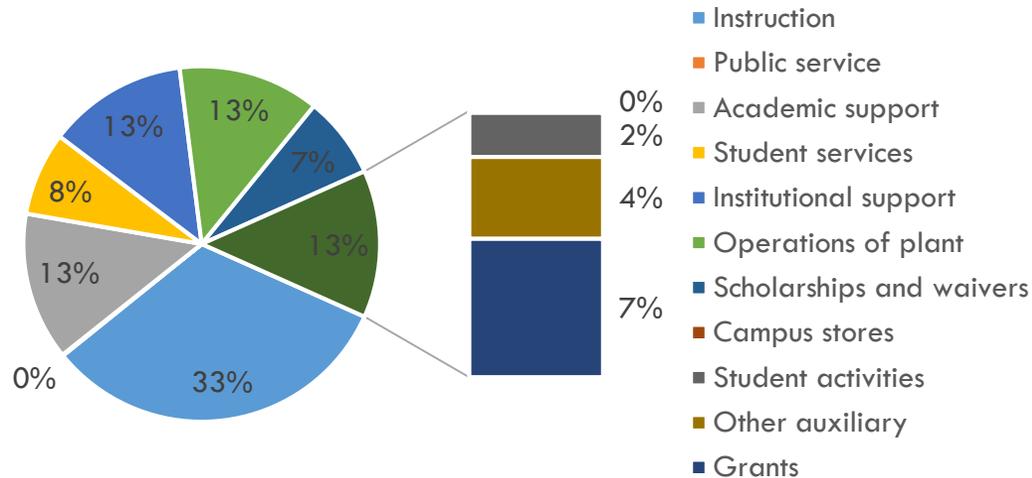
Actual vs Budget | YTD



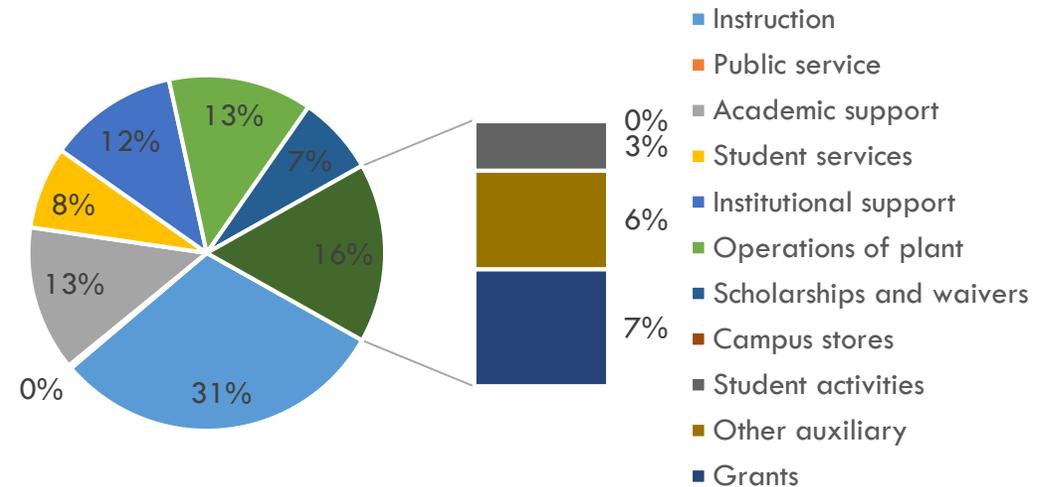
Expenditures | Monthly Activity

Expenditures	Actual	Budget
E&G	\$ 8.7	\$ 7.4
Auxiliary	\$ 0.9	\$ 2.5
Restricted	\$ 0.4	\$ 0.7
Capital	\$ 1.2	\$ 0.4
	\$ 11.2	\$ 11.0

YTD Expenditures by Function



YTD Budgeted Expenditures by Function



CASH MANAGEMENT AND AR DASHBOARD DECEMBER 2019

CASH | at end of month



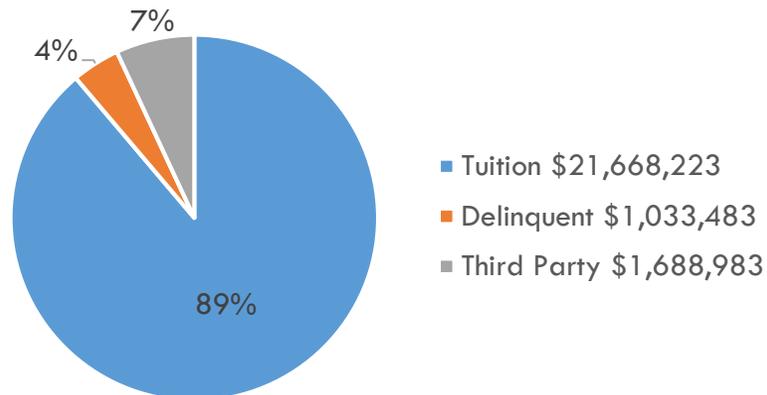
CASH BALANCE

E&G (290)	\$ 1,728,185
Construction (295)	\$ 9,530
Restricted (430)	\$ 331,351
Construction (483 & 475)	\$ 1,862,885
Auxiliary (706)	\$ 779,226
Clearing (750)	\$ 1,154,455
Local	\$ 19,096,546
Payroll (789)	\$ 1,831,033
Total	\$ 26,793,210

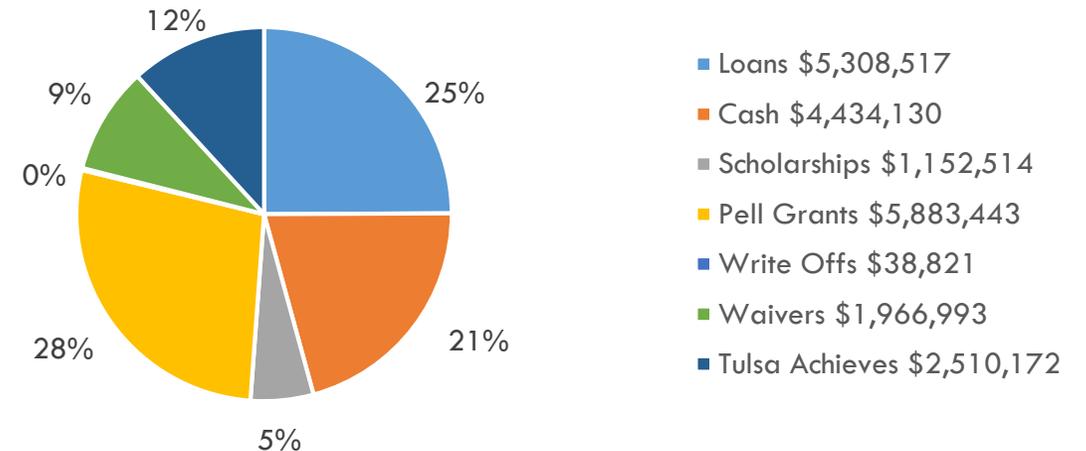
Cash Forecast 12/31/19 \$26,000,000

Local Forecast 12/31/19 \$19,000,000

Fall 2019 Student Charges by Type



Fall 2019 Payments by Type





Facilities and Safety Committee Projects Dashboard

15

Major Projects

FY20 Total Budget:
\$8,800,000

FY20 Budget Remaining:
\$3,566,650

Safety Projects



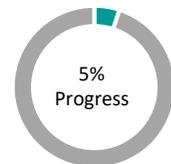
WC Doors (FY19)
Budget: \$150,000
Status: Green
Estimated Completion: Jan, 2020
75% paid



SE Security Cameras
Budget: \$726,000
Status: Green
Estimated Completion: Feb, 2020
71% paid



SE Doors
Budget: \$1,200,000
Status: Green
Estimated Completion: Sep, 2020
0% paid



NE Cameras
Budget: Pending
Status: Green
Estimated Completion: Sep, 2020
0% paid



NE Doors
Budget: Pending
Status: Green
Estimated Completion: Dec, 2020
0% paid

Deferred Maintenance Projects



MC Student Union Roof (FY19)
Budget: \$662,000
Status: Green
Completion: Dec 2019
100% paid



SE Cooling Towers
Budget: \$1,581,000
Status: Green
Estimated Completion: Jan 2020
84% paid



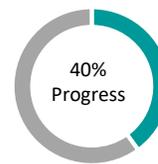
Capital Planning – Sightline
Budget: \$162,000
Status: Green
Estimated Completion: Feb, 2020
81% paid



SE Boilers
Budget: \$590,000
Status: Green
Estimated Completion: Jan, 2020
35% paid



Classroom Upgrades
Budget: \$1,500,000
Status: Green
Estimated Completion: June, 2020
58% allocated



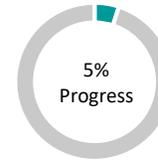
MC Cooling Towers
Budget: \$782,000
Status: Green
Estimated Completion: Feb 2020:
3% paid



MC Boilers
Budget: \$758,000
Status: Green
Estimated Completion: Feb 2020:
4% paid



NE & SE Flooring Update
Budget: \$500,000
Status: Green
Estimated Completion: Jun, 2020
65% allocated



Restroom Remodels
Budget: \$750,000
Status: Green
Estimated Completion: Aug, 2020
0% paid



NE Seminar Center
Budget: \$400,000
Status: Green
Estimated Completion: Jun, 2020
0% paid



Facilities and Safety Committee Projects Dashboard

11

Major Projects

FY20 Total Budget:
\$12,679,000

FY20 Budget Remaining:
\$3,750,000

Student Success Center



WC Student Success Center

Budget: \$1,100,000
Status: Green
Estimated Completion: Sep, 2020
0% paid



NE Student Success Center

Budget: \$1,400,000
Status: Not started
Estimated Completion: Mar, 2021
0% paid



MC Student Success Center

Budget: \$2,400,000
Status: Not started
Estimated Completion: Dec, 2021
0% paid

Conference Center Moves



CC - MC

Budget: \$4,131,000
Status: Green
Estimated Completion: Mar, 2021
0% paid



CC - NE

Budget: \$1,138,000
Status: Green
Estimated Completion: Aug, 2020
0% paid



CC - WC

Budget: \$751,000
Status: Green
Estimated Completion: Aug, 2020
0% paid

Campus & Safety Projects



MC The Perk

Budget: \$286,000
Status: Green
Estimated Completion: Jan, 2020
51% paid



MC Bookstore

Budget: \$1,112,000
Status: Green
Estimated Completion: Mar, 2020
38% paid



Auditorium Hardening

Budget: \$239,640
Status: Green
Estimated Completion: Jan, 2020
88% paid



Fleet Management

Budget: \$150,000
Status: Green
Estimated Completion: Dec, 2020
0% paid



PACE Safety Projects

Budget: pending
Status: Green
Estimated Completion: Jun, 2020
0% paid