



**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 **June 18, 2020, at 3:00 p.m. at Southeast Campus VanTrease Performing Arts Center for Education.**

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

Board Members Absent: None

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

CALL TO ORDER

Chairman Combs called the meeting to order at 3:00 p.m.

President Goodson confirmed compliance with the Open Meetings Act.

ROLL CALL

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

APPROVAL OF THE MINUTES

A **motion** was made by Regent Ballenger and seconded by Regent Mitchell to approve the minutes for the special meeting of the Tulsa Community College Board

of Regents held on Thursday, May 21, 2020 as presented. The Chair called for a vote. **Motion carried unanimously by voice vote.**

CARRYOVER ITEMS

There were no carryover items.

NOMINATING COMMITTEE REPORT

1. Election of Officers

The Committee recommended that Wesley Mitchell serve as Chair, Caron Lawhorn to serve as Vice Chair, and William McKamey to serve as Secretary for Fiscal Year 2021.

A **motion** was made by the Nominating Committee to approve the Election of Officers for Fiscal Year 2021. No second was needed. **Motion carried unanimously by voice vote.**

ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

Presented by Regent Mitchell

1. Leadership Transitions in Student Affairs and Academic Affairs Farewell to Dr. Cindy Hess

Dr. Cindy Hess, Senior Vice President and Chief Academic Officer is retiring. Words of gratitude were shared by Regent Wes Mitchell, Provost Greg Stone, and President Leigh Goodson. Dr. Angela Sivadon will become Senior Vice President and Chief Academic Officer upon Dr. Hess's departure.

In addition, President Goodson acknowledged Mr. Michael Poindexter who will continue to provide consultation as the interim Vice President for Student Affairs until the end of June.

2. Overview of Committee Meeting Topics

Regent Mitchell apprised the Board of meeting topics discussed at the June 11 meeting.

- Fall Academic Service Fees Discussion

- Elimination of the fees for virtual courses
- Fall Enrollment Discussion
 - National study discussion of high school seniors
 - Fall enrollment estimates at the time of the meeting were inconclusive.
- Response to National Racial Tensions Discussion
 - Presentation was given by Michael Poindexter regarding the College's efforts to provide educational resources to faculty and students.

PERSONNEL REPORT

Presented by President Goodson

1. Information Items

President Goodson introduced recently appointed professional staff.

- Angela Sivadon, Senior Vice President and Chief Academic Officer
- Kari Shults, Vice President of Advancement and President of the TCC Foundation
- Julie Porterfield, Dean of Science and Mathematics, West Campus

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 Looney and seconded by Regent Cornell 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 apprised the board of meeting topics discussed in the committee meeting on June 11, 2020.

- Return to Campus Progress Update
 - Access to technology for remote learning
 - Sanitization of work areas and mask requirement
- Facilities Year-End Review Discussion
 - Classrooms remodel
- Major Projects and Facilities Dashboard Update
 - Mr. Michael Siftar presented the dashboard to the Board
 - Classroom reconfigurations for fall semester
 - Construction projects continue
 - Year-End Review

(Handout: [Facilities Dashboard](#))

COMMUNITY RELATIONS COMMITTEE REPORT

Presented by Regent Lawhorn

1. Overview of Committee Meeting Topics

Regent Lawhorn apprised the board of meeting topics discussed in the committee meeting on June 11, 2020

- Legislative Update
 - State level update
 - Federal level update
- Foundation Update

FINANCE, RISK AND AUDIT COMMITTEE REPORT

Presented by Regent Cornell

1. Purchase Item Agreements over \$50,000

1.1 Academic Affairs

1.1.1 Airplane and Aviation Fuel

Authorization was requested to renew an agreement with Christiansen Aviation, Inc. (Tulsa, OK) in the amount of \$525,000 to lease airplanes

and purchase aviation fuel for the aviation program, as a sole source purchase. The amount request is an increase of \$100,000 from the previous year. The purchase will be funded from general budget.

1.1.2 Software Services

Authorization was requested to renew an agreement with Digital Architecture (Lakeland, FL) in the amount of \$72,000 to provide curriculum management software services. The amount requested is a decrease of \$1,112 from the previous year. The purchase will be funded from general budget.

1.1.3 Software Services

Authorization was requested to renew an agreement with ProQuest, LLC (Ann Arbor, MI) in the amount of \$65,000 to provide library research software services. The amount requested is an increase of \$10,000 from the previous year. The purchase will be funded from general budget.

1.1.4 Software Services

Authorization was requested to renew an agreement with OCLC (Dublin, OH) in the amount of \$60,000 to provide library research software services. The amount requested is unchanged from the previous year. The purchase will be funded from general budget.

A motion was made by the Finance, Risk & Audit Committee to approve purchases under Academic Affairs. No second was needed. **Motion carried unanimously by voice vote.**

1.2 Administration

1.2.1 Custodial Services

Authorization was requested to renew an agreement with ABM Industry Groups, LLC (Tulsa, OK) in the amount of \$2,379,788 to provide custodial services for all campuses under RFP-16003-TL. The amount requested represents an increase of \$321,788 from the previous year. The purchase will be funded from general budget.

1.2.2 Software Maintenance

Authorization was requested to renew an agreement with Ellucian Company, LP (Chicago, IL) in the amount of \$463,958 to provide data processing software maintenance for the College ERP system. The amount requested is an increase of \$21,958 from the previous year. The purchase will be funded from general budget.

1.2.3 Liability Management Services

Authorization was requested to renew an agreement with College Association of Liability Management (CALM) (Oklahoma City, OK) in the amount of \$350,000 to provide liability management services for the College. The amount requested is unchanged from the previous year. The purchase is in participation with the Board of Regents of Oklahoma Colleges. The purchase will be funded from general budget.

1.2.4 Software Maintenance

Authorization was requested to renew an agreement with Oracle America, Inc. (Redwood Shores, CA) in the amount of \$347,998 to provide data processing software maintenance related to the College's ERP system. The amount requested is an increase of \$7,998 from the previous year. The purchase will be funded from general budget.

1.2.5 Print Management Services

Authorization was requested to renew an agreement with ImageNet Consulting, LLC (Tulsa, OK) in the amount of \$320,000 to provide print management services for all campuses under Oklahoma State University contract. The amount requested is an increase of \$5,000 from the previous year. The purchase will be funded from general budget.

1.2.6 Property Insurance

Authorization was requested to renew an agreement with the State of Oklahoma Office of Management & Enterprise Services (OMES) (Oklahoma City, OK) in the amount of \$309,752 to provide property insurance coverage. The amount requested is an increase of \$122,573 from the previous year. The purchase will be funded from general budget.

1.2.7 Data Processing Network & Phone Service

Authorization was requested to renew an agreement with Cox Business Services, LLC (Oklahoma City, OK) in the amount of \$305,000 to purchase data processing network and phone services for all campuses. The amount requested is a decrease of \$30,000 from the previous year. The purchase will be funded from general budget.

1.2.8 Software Maintenance

Authorization was requested to renew an agreement with Blackboard, Inc. (Washington, D.C.) in the amount of \$284,649 to provide data processing software maintenance. The amount requested is an increase of \$4,649 from the previous year. The purchase will be funded from general budget.

1.2.9 Data Processing Software

Authorization was requested to renew an agreement with Connection, Inc. (Schaumburg, IL) in the amount of \$221,934 to provide Microsoft product licensing for the College. The amount requested is an increase of \$1,934 from the previous year. The purchase will be funded from general budget.

1.2.10 Enterprise Systems Services

Authorization was requested to enter into a five (5) year agreement with GI Group, LLC/OculusIT (Summit, NJ) in the amount of \$220,965 to provide enterprise system authentication and directory services. The purchase will be funded from general budget.

1.2.11 Computer Equipment

Authorization was requested to enter an agreement with Connection Inc (Pittsburgh, PA) in amount of \$197,666 to provide Hewlett Packard laptop computers (350 ea.) under National Cooperative Purchasing Alliance contract 01-44. This purchase will be funded from general budget.

1.2.12 Furniture

Authorization was requested to enter into agreements with the following vendors to provide furniture for use in the Hardesty Student Success Center at the West Campus under RFP-20009:

Admiral Express LLC (Broken Arrow, OK) \$10,350 L&M Office
Furniture LLC (Tulsa, OK) \$27,000
Sundance Office Supply Inc (Broken Arrow, OK) \$6,643 Workspace
Resource Inc (Tulsa, OK) \$1,804 Workspace Solutions LLC
DBA Scott Rice (Oklahoma City, OK) \$129,441
Total \$175,238

These purchases will be funded from capital budget.

1.2.13 Temporary Labor

Authorization was requested to renew an agreement the Center for Employment Opportunities (Tulsa, OK) in the amount of \$131,250 to provide temporary labor services for all campuses. The amount requested is an increase of \$6,250 from the previous year. The purchase will be funded from general budget.

1.2.14 Grounds Maintenance

Authorization was requested to renew an agreement with Landmark Service Group (Broken Arrow, OK) in the amount of \$124,000 to provide grounds maintenance services for all campuses under RFP-18007-KS. The amount requested is an increase of \$16,000 from the previous year. The purchase will be funded from general budget.

1.2.15 Computer Equipment

Authorization was requested to enter an agreement with Pinnacle Business Systems (Edmond, OK) in the amount of \$110,139 to provide Dell PowerEdge servers (2 ea.) and associated network components under State of Oklahoma contract SW1020D. This purchase will be funded from general budget.

1.2.16 Employee Assistance Services

Authorization was requested to renew an agreement with Janus Behavioral Health Services (Chicago, IL) in the amount of \$100,000 to provide employee assistance services to College students and employees. The amount requested is unchanged from the previous year. The purchase will be funded from student activity and general budgets.

1.2.17 Elevator Maintenance

Authorization was requested to renew an agreement with ThyssenKrupp Elevator (Atlanta, GA) in the amount of \$85,911 to provide elevator maintenance services under RFP-16005-TL. The amount requested is an increase of \$911 from the previous year. The purchase will be funded from general budget.

1.2.18 Fire Protection Services

Authorization was requested to renew an agreement with DG Investment Intermediate Holdings 2, Inc, dba Convergent Technologies (Bixby, OK) in the amount of \$85,000 to provide fire protection management services under TFP-17005-KS. The amount requested is unchanged from the previous year. The purchase will be funded from capital budget.

1.2.19 Software Licensing

Authorization was requested to renew an agreement with Sirius Computer Solutions, Inc. (San Antonio, TX) in the amount of \$85,000 to provide VMware and Cognos software licenses. The amount requested is unchanged from the previous year. The purchase will be funded from general budget.

1.2.20 Waste Management Services

Authorization was requested to renew an agreement with Republic Services, Inc. (Tulsa, OK) in the amount of \$80,325 to provide waste management services under RFP-17007-KS. The amount requested is an increase of \$3,325 from the previous year. The purchase will be funded from general budget.

1.2.21 Network Services

Authorization was requested to enter an agreement with ISG Technology, LLC (Salina, KS) in the amount of \$79,944 to provide network security services related to Fortinet software. The purchase will be funded from general budget.

1.2.22 Fertilization of Weed Control

Authorization was requested to renew an agreement with Lawn America (Tulsa, OK) in the amount of \$78,750 to provide fertilization

and weed control services under RFP-13005-BC. The amount requested is an increase of \$3,750 from the previous year. The purchase will be funded from general budget.

1.2.23 Personnel Management Services

Authorization was requested to renew an agreement with PeopleAdmin Inc. (Austin, TX) in the amount of \$78,560 to provide personnel management services. The amount requested is an increase of \$8,560 from the previous year. The purchase will be funded from general budget.

1.2.24 Enterprise System Consulting Services

Authorization was requested to renew an agreement with GI Group, LLC/OculusIT (Summit, NJ) in the amount of \$69,000 to provide enterprise software system consulting services. The amount requested is a decrease of \$1,000 from the previous year. The purchase will be funded from general budget.

1.2.25 Software Licensing

Authorization was requested to renew an agreement with Workterra (Pleasanton, CA) in the amount of \$60,000 to provide human resource benefit software services. The amount requested is an unchanged from the previous year. The purchase will be funded from general budget.

1.2.26 Software Licensing

Authorization was requested to renew an agreement with TMA Systems, LLC (Tulsa, OK) in the amount of \$56,700 to provide maintenance management software. The amount requested is an increase of \$2,700 from the previous year. The purchase will be funded from general budget.

1.2.27 Software Licensing

Authorization was requested to renew an agreement with Ellucian Company LP (Fairfax, VA) in the amount of \$56,250 to provide continuing education CRM software services. The amount requested is a decrease of \$78,170 from the previous year. The purchase will be funded from auxiliary budget.

A **motion** was made by the Finance, Risk & Audit Committee to approve purchases under Administration. No second was needed. **Motion carried unanimously by voice vote.**

1.3 External Affairs

1.3.1 Advertising Services

Authorization was requested to enter an agreement with Synergy Marketing Solutions, LLC (Tulsa, OK) in the amount of \$325,000 to provide advertising services. The amount requested is an increase of \$50,000 from the previous year. The purchase will be funded from general budget.

1.3.2 Website Security and Support

Authorization was requested to renew an agreement with OHO Corporation (Somerville, MA) in the amount of \$130,000 to provide website security and support relations services. The amount requested is unchanged from the previous year. The purchase will be funded from general budget.

1.3.3 Advertising Services

Authorization was requested to renew an agreement with the Tulsa World (Tulsa, OK) in the amount of \$75,000 to provide advertising services. The amount requested is a decrease of \$125,000 from the previous year. The purchase will be funded from general budget.

1.3.4 Advertising Services

Authorization was requested to renew an agreement with Lamar Outdoor Advertising (Tulsa, OK) in the amount of \$75,000 to provide advertising services. The amount requested is a decrease of \$25,000 from the previous year. The purchase will be funded from general budget.

A **motion** was made by the Finance, Risk & Audit Committee to approve purchases under External Affairs. No second was needed. **Motion carried unanimously by voice vote.**

1.4 Finance

1.4.1 Software Licensing

Authorization was requested to renew and extend an agreement with Jaggaer, Inc. (Morrisville, NC) in the amount of \$480,865 to provide procurement, payables, and contract management software for the College. The first year amount of \$117,571 is unchanged from the previous year. Annual charges of \$121,098 for each of the three subsequent years will be an increase of \$3,527 per year. The extended agreement will provide additional functionality related to contract management. The purchase will be funded from general budget.

1.4.2 Credit Card Processing Services

Authorization was requested to renew an agreement with Bank of America Merchant Services (Atlanta, GA) in the amount of \$210,000 to provide credit card transaction processing services for the College. The amount requested is unchanged from the previous year. The purchase will be funded from general budget.

1.4.3 Auditing Services

Authorization was requested to renew an agreement with Stinnett & Associates, LLC (Tulsa, OK) in the amount of \$175,000 to provide internal auditing services for the College under RFP-15011-BC. The amount request is an increase of \$25,000 from the previous year. The purchase will be funded from general budget.

1.4.4 Online Billing and Payment Management

Authorization was requested to renew an agreement with the Higher One, Inc. (New Haven, CT) in the amount of \$165,000 to provide online billing and payment management services for the College. The amount requested is an increase of \$20,000 from the previous year. The purchase will be funded from general budget.

1.4.5 Auditing Services

Authorization was requested to renew an agreement originally with Grant Thornton, LLP (Tulsa, OK) in the amount of \$70,000 to provide external auditing services for the College. Grant Thornton is transferring the agreement to BKD, LLP (Springfield, MO). The amount requested is unchanged from the previous year. The purchase will be funded from general budget.

1.4.6 State of Oklahoma Financial System

Authorization was requested to renew an agreement with the State of Oklahoma Office of Management & Enterprise Systems (OMES) (Oklahoma City, OK) in the amount of \$67,320 to provide access to the State of Oklahoma CORE Financial System. The amount requested is unchanged from the previous year. The purchase will be funded from general budget.

1.4.7 Transit Services

Authorization was requested to renew an agreement with the Metropolitan Tulsa Transit Authority (Tulsa, OK) in the amount of \$65,000 to provide transit services for College students. The amount request is unchanged from the previous year. The purchase will be funded from auxiliary budget.

A **motion** was made by the Finance, Risk & Audit Committee to approve purchases under Finance. No second was needed. **Motion carried unanimously by voice vote.**

1.5 General Counsel

1.5.1 Legal Services

Authorization was requested to renew agreements with Jones Gotcher Bogan, PC (Tulsa, OK) and McAfee & Taft (Oklahoma City, OK) in the amount of \$90,000 to provide legal services for the College. The amount requested is an increase of \$5,000 from the previous year. The purchase will be funded from general budget.

A **motion** was made by the Finance, Risk & Audit Committee to approve purchases under General Counsel. No second was needed. **Motion carried unanimously by voice vote.**

1.6 President's Office

1.6.1 Consulting Services

Authorization was requested to renew an agreement with Swim Digital Group (Tampa, FL) in the amount of \$90,000 to provide consulting services for the College. The amount requested is an increase of \$30,000 from the previous year. The purchase will be funded from general budget.

A **motion** was made by the Finance, Risk & Audit Committee to approve purchases under President's Office. No second was needed. **Motion carried unanimously by voice vote.**

1.7 Student Affairs

1.7.1 Software Licensing

Authorization was requested to renew an agreement with Hobson's Inc. (Cincinnati, OH) in the amount of \$130,000 to provide Starfish retention and advisement software. The amount requested is an increase of \$9,320. The purchase will be funded from general budget.

A **motion** was made by the Finance, Risk & Audit Committee to approve purchases under Student Affairs. No second was needed. **Motion carried unanimously by voice vote.**

2. **Recommendation for Approval of the Operating Budget for Fiscal Year Beginning July 1, 2020 through June 30, 2021**

Mr. Mark McMullen, Chief Financial Officer, commented on the budget.

- Conservative estimates for main sources of revenue.
- Takes into account a reduction in state appropriations.
- No reduction anticipated in local appropriations.
- Federal stimulus funds recognized in the budget.

The Finance, Risk & Audit Committee recommended approval of the Tulsa Community College Educational and General Budget, and the Restricted, Auxiliary and Section 13 Offset budgets. The Committee requested approval of the attached schedules and authorization to submit them to the Oklahoma State Regents for Higher Education. ([Attachment: Operating Budget FY21](#))

A **motion** was made by the Finance, Risk & Audit Committee to approve the Operating Budget for Fiscal Year 2021. No second was needed. **Motion carried unanimously by voice vote.**

3. Recommendation for Approval of Early Notice Incentive Program

3.1 Full-Time Faculty

The administration recommended approval of an Early Notice Incentive Program for full-time faculty. The Early Notice Incentive Program will allow the College to effectively recruit, hire and prepare for the next academic year. The incentive would offer a one-time payment of \$5,000 to a full-time faculty member who submits an irrevocable letter of retirement by September 18, 2020, and retires June 1, 2021, July 1, 2021 or August 1, 2021 depending on their faculty appointment period.

A **motion** was made by the Finance, Risk & Audit Committee to approve the early notice incentive program for full-time faculty. No second was needed. **Motion carried unanimously by voice vote.**

3.1 Full-Time Staff

The administration recommended approval of an Early Notice Incentive Program for full-time staff. The Early Notice Incentive Program will allow the College to effectively evaluate staffing and recruit as appropriate for calendar year 2021. The incentive would offer a one-time payment of \$5,000 to a full-time staff member who submits an irrevocable letter of retirement giving three months' notice before their eligible retirement date.

A **motion** was made by the Finance, Risk & Audit Committee to approve the early notice incentive program for full-time staff. No second was needed. **Motion carried unanimously by voice vote.**

4. Monthly Financial Report

Chief Financial Officer, Mark McMullen, presented an overview of May revenues, expenses, cash management and accounts receivables.

- Revenues & Expenses: Did not draw down local appropriations as planned.
- Cash: Strong cash balance at end of the year.

The Finance, Risk & Audit Committee recommended approval of the monthly financial report for May 2020 as presented.

(Attachment: [Financials May 2020](#)) (Handout: [Financial Dashboard](#))

A **motion** was made by the Finance, Risk & Audit Committee to approve the monthly financial report for May 2020. No second was needed. **Motion carried unanimously by voice vote.**

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. Farewell to Regent Robin Ballenger

Ms. Ballenger's term as a Regent for Tulsa Community College ended after June 30, 2020. Words of gratitude were shared by President Goodson, Regent Samuel Combs and Provost Eunice Tarver. Regent Ballenger closed with comments of gratitude, well wishes to the College, and her desire for TCC to persist in its work on equity, diversity and inclusion.

2. Introduction of James Beavers

President Goodson introduced Mr. James Beavers. Mr. Beavers will serve on the TCC Board of Regents upon Regent Robin Ballenger's departure. He begins his term on July 1, 2020.

3. Overview of President's Highlights

Ms. Burgin highlighted the following taken from the President's Highlights
([Handout: President's Highlights](#))

- A Redemption Story: Man, Once Arrested with Alligator, Graduates from TCC
- Higher Education Leaders Ask Congress to Protect them from COVID lawsuits

4. President's Comments

President Goodson mentioned several noteworthy topics.

- Persistent focus on diversity, equity and inclusion
- Persistent focus on the College's Mission
- Discussion with colleagues across the country about COVID-19 fatigue and ways to help our College
- Tulsa Race Massacre presented on 60 Minutes.

EXECUTIVE SESSION

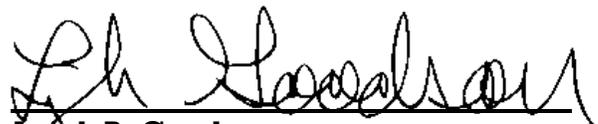
[Proposed vote to go into executive session Pursuant to Title 25 Oklahoma Statutes, Section 307(B)(4), for confidential communications between a public body and its attorneys concerning pending litigation, investigations, claims or actions.]

There was no need for an Executive Session.

ADJOURNMENT

The meeting adjourned at 4:10 p.m.

Respectfully submitted,



Leigh B. Goodson
President & CEO

ATTEST:



Ronald Looney, Secretary
Board of Regents



Samuel Combs, Chair
Board of Regents

ADDENDUM FOR PERSONNEL CONSENT ITEMS:

Items listed under Personnel Consent Items will be approved by one motion without discussion. If discussion on an item is desired, the item will be removed from the "Consent Agenda" and considered separately at the request of a Board member.

APPOINTMENTS:

Kari Shults, Vice President of Advancement and President of the TCC Foundation, Salary: \$ 138,000
External Affairs
Conference Center
July 1, 2020

Kari earned her Bachelor of Arts degree in Journalism from The University of Oklahoma and has earned her Accreditation in Public Relations. Before coming to TCC, she had seven years of public relations agency experience. She's been employed with TCC for seven years and her first role with the College was Director of Marketing and Social Media, then transitioned to Sr. Director, Marketing & Communications and most recently served as the interim Vice President Advancement and President of the TCC Foundation.

Janet Attisha, Assistant Professor, Nursing Salary: \$ 59,140
Nursing
10 Month
August 4, 2020

Janet earned her Master of Science in Nursing from University of Texas Health Science Center in Houston, Texas. She currently works as a Clinical Nursing Instructor for TCC. She has over twenty years of experience as a Nurse Practitioner, travel nurse, and a staff nurse.

Lawrence Brewer, Assistant Professor, EMT Paramedic Salary: \$ 55,000
Engineering, Aviation, & Public Service
9 Month
August 12, 2020

Lawrence earned his Master of Public Health from University of Oklahoma Health Science Center in Oklahoma City, Oklahoma. He has over fifteen years of experience in Emergency Medical Services as an Assistant Professor and the Program Director for the Emergency Medical Services Program at Rogers State University.

Shelby Calkins, Assistant Professor, Biology Salary: \$ 56,750
Science & Mathematics
9 Month
August 12, 2020

Shelby earned her PhD in Microbiology, Cell, and Molecular Biology from Oklahoma State University. She has two years of teaching experience as an Adjunct Instructor with TCC and Northeastern State University.

John Chancey, Assistant Professor, Psychology Salary: \$ 56,325
Liberal Arts
9 Month
August 12, 2020

John earned his PhD in Educational Psychology from The University of Oklahoma in Norman, Oklahoma. He also earned his Bachelor of Arts in Psychology from The University of Oklahoma. He has over seven years of teaching experiences as a Graduate Assistant, Adjunct Instructor, and Professional Educator.

Sheri Core, Assistant Professor, Biology
Science & Mathematics
9 Month
August 12, 2020

Salary: \$ 57,600

Sheri earned her PhD in Biomedical Sciences from Oklahoma State University Center for Health Sciences and her Bachelor of Science in Biological Sciences from Oklahoma State University. She has three years of teaching experience.

Daniel Fudge, Assistant Professor, Political Science
Liberal Arts
9 Month
August 12, 2020

Salary: \$ 56,750

Daniel earned his PhD in Political Science at The University of Mississippi and his Bachelor of Arts in English at The University of Arkansas. He has over six years of teaching experience as a teaching assistant and Instructor.

Connie Hebert, Assistant Professor, Biology
Science & Mathematics
9 Month
August 12, 2020

Salary: \$ 65,000

Connie earned her PhD in Biomedical Science from the Oklahoma State University Center for Health Sciences in Tulsa, Oklahoma. She is currently employed with TCC as the Associate Dean of Science and Mathematics at the Metro Campus and has been an Assistant Professor and Adjunct Instructor of Biology with TCC from 2001-2006. Connie has over twenty-four years of teaching experience.

Dacia Hinkle, Assistant Professor, English
Communications
9 Month
August 12, 2020

Salary: \$ 58,000

Dacia earned her Master of Fine Arts in Creative Writing from Lindenwood University in St. Charles, Missouri. Dacia has been with TCC since August 2017 as an Adjunct Instructor and previous Assistant Professor in English.

Cynthia Holbrook, Assistant Professor, Radiography
Allied Health
10 Month
August 3, 2020

Salary: \$ 55,000

Cynthia earned a Bachelor of Science in Organizational Leadership from Southwestern Oklahoma State University and an Associates of Applied Science in Radiologic Technology from Oklahoma State University. Cynthia has ten years of experience as a Radiographer and Mammographer.

Jennifer Ivie-Barth, Assistant Professor, Psychology
Liberal Arts
9 Month
August 12, 2020

Salary: \$ 66,400

Jennifer earned a PhD in Psychology from the University of Kansas and has over 15 years of teaching experience. Jennifer is currently employed as the Director of Institutional Research & Assessment with TCC.

Patricia Johnson, Assistant Professor, Radiography
Allied Health
11 Month
August 3, 2020

Salary: \$ 70,000

Patricia earned her Master of Business Administration from Cardinal Stritch University in Madison, Wisconsin and Radiology Certificate ARRT from Tulsa Technology School of Radiologic. Patricia has been an Adjunct instructor at Tulsa Community College since August 2018.

Ryan Johnson, Assistant Professor, Chemistry
Science & Mathematics
9 Month
August 12, 2020

Salary: \$ 57,000

Ryan earned his PhD in Chemistry from Louisiana State University in Baton Rouge, Louisiana. Ryan has a teaching experience as an Assistant Professor of Chemistry at Southwestern Oklahoma State University since August 2019.

Brett Larson, Assistant Professor, Political Science
Liberal Arts
9 Month
August 12, 2020

Salary: \$ 60,000

Brett earned his PhD in Politics from the Catholic University of America in Washington D.C. and has over five years of teaching experience.

Anne Paige, Assistant Professor, English
Communications
9 Month
August 12, 2020

Salary: \$ 56,000

Anne earned a Master of Arts in English Language and Literature from The University of Tulsa and has six years of teaching experience. She is also currently a PhD candidate in English Language and Literature at The University of Tulsa.

Amy Pezzelle, Assistant Professor, English
Communications
9 Month
August 12, 2020

Salary: \$ 56,000

Amy earned a Master of Arts in English Language and Literature from the University of Tulsa and has seven years of experience in teaching. She is also currently a PhD candidate in English at The University of Tulsa.

Angela Sivadon, Senior Vice President & Chief Academic Officer
Academic Affairs
Conference Center
August 1, 2020

Salary: \$ 187,500

Angela earned a PhD in Nursing Research from The University of Missouri. She has ten years of higher education experience and twenty-nine years of nursing experience. Angela has been with TCC since August 2010 with positions as the Provost of Metro Campus, Program Director of Nursing, and Assistant Professor of Nursing.

Foua Vang, Assistant Professor, Nursing
Nursing
10 Month
August 4, 2020

Salary: \$ 54,000

Foua earned a Master of Science in Nursing Education from Oklahoma Baptist University and has two years of teaching experience. She also has over five years of nursing experience.

Chiedozie Waturocha, Assistant Professor, Biology
Science & Mathematics
9 Month
August 12, 2020

Salary: \$ 56,000

Chiedozie earned a PhD of Biomedical Sciences in Physiology and Pharmacology from the Oklahoma State University Center for Health Sciences. Chiedozie has one year of teaching experience and over ten years of experience in the medical industry.

RETIREMENT:

Pamela Chew, Associate Professor, World Languages
Communications
Northeast Campus

August 1, 2020

RESIGNATION:

Matt Wise, Director of Aviation Program
Engineering, Aviation, & Public Service
Northeast Campus

June 30, 2020

Oklahoma State Regents for Higher Education
 655 Research Parkway, Suite 200
 Oklahoma City, OK 73104

EDUCATIONAL AND GENERAL BUDGET - FY2020-2021
PART I - PRIMARY BUDGET

Schedule A

Summary of Educational and General Expenditures by Function

Agency #	750	Date Submitted:	June 10, 2020
Institution Name:	Tulsa Community College		
President:	Dr. Leigh Goodson		

EXPENDITURES BY ACTIVITY/FUNCTION			
Activity Number	Activity/Function	FY2020-2021 Amount	Percent of Total
	Educational & General Budget - Part I:		
11	Instruction	47,151,755	38.4%
12	Research	-	0.0%
13	Public Service	662,320	0.5%
14	Academic Support	18,253,728	14.9%
15	Student Services	12,106,048	9.9%
16	Institutional Support	12,839,085	10.5%
17	Operation and Maintenance of Plant	16,843,165	13.7%
18	Scholarships and Fellowships	14,781,410	12.1%
	Total Expenditures by Activity/Function:	122,637,510	100.0%

FUNDING			
Fund Number	Fund Name	FY2020-2021 Amount	Percent of Total
	E&G Operating Revolving Fund:		
290	Revolving Funds	84,557,447	68.9%
290	State Appropriated Funds - Operations Budget	27,890,623	22.7%
290	State Appropriated Funds - Grants, Contracts and Reimbursements	1,817,884	1.5%
490	Federal Stimulus Funds - CARES	8,371,556	6.8%
	Total Expenditures by Fund:	122,637,510	100.0%

**EDUCATIONAL AND GENERAL BUDGET - FY2020-2021
PART I - PRIMARY BUDGET**

Schedule A-1

Summary of Educational and General Expenditures by Function

Institution Name:	Tulsa Community College
--------------------------	-------------------------

EXPENDITURES BY ACTIVITY/FUNCTION			
Activity Number	Activity/Function	FY2020-2021 Amount	Percent of Total
11	Educational & General Budget - Part I:		
	Instruction		
	General Academic Instruction	44,423,914	
	Vocational/Technical Instruction	-	
	Community Education	409,931	
	Preparatory/Remedial Instruction	303,991	
	Instructional Information Technology	2,013,918	
	Total Instruction:	47,151,755	38.4%
12	Research		
	Institutes and Research Centers	-	
	Individual and Project Research	-	
	Research Information Technology	-	
	Total Research:	-	0.0%
13	Public Service		
	Community Service	123,097	
	Cooperative Extension Service	136,439	
	Public Broadcasting Services	-	
	Public Service Information Technology	402,784	
	Total Public Service:	662,320	0.5%
14	Academic Support		
	Libraries	2,632,445	
	Museums and Galleries	-	
	Educational Media Services	1,539,508	
	Ancillary Support/Organized Activities	-	
	Academic Administration	11,917,731	
	Academic Personnel Development	150,125	
	Course and Curriculum Development	-	
	Academic Support Information Technology	2,013,918	
		Total Academic Support:	18,253,728

Schedule A-1 (continued) - Summary of Educational and General Expenditures by Function

Institution Name: Tulsa Community College

EXPENDITURES BY ACTIVITY/FUNCTION			
Activity Number	Activity/Function	FY2020-2021 Amount	Percent of Total
15	Student Services		
	Student Services Administration	4,929,411	
	Social and Cultural Development	745,629	
	Counseling and Career Guidance	641,204	
	Financial Aid Administration	1,944,910	
	Student Admissions	1,014,062	
	Student Records	573,654	
	Student Health Services	243,259	
	Student Services Information Technology	2,013,918	
	Total Student Services:	12,106,048	9.9%
16	Institutional Support		
	Executive Management	3,066,644	
	Fiscal Operations	2,958,379	
	General Administration	2,905,812	
	Public Relations/Development	3,102,682	
	Administrative Information Technology	805,567	
	Total Institutional Support:	12,839,085	10.5%
17	Operation and Maintenance of Plant		
	Physical Plant Administration	2,781,536	
	Building Maintenance	4,683,515	
	Custodial Services	2,358,000	
	Utilities	1,700,000	
	Landscape and Grounds Maintenance	58,065	
	Major Repairs and Renovations	-	
	Safety & Security	4,300,637	
	Logistical Services	155,845	
Operation & Maintenance Information Technology	805,567		
	Total Operation and Maintenance of Plant:	16,843,165	13.7%
18	Scholarships and Fellowships		
	Scholarships	10,381,410	
	Fellowships	-	
	Resident Tuition Waivers	4,334,000	
	Nonresident Tuition Waivers	66,000	
	Total Scholarships and Fellowships:	14,781,410	12.1%
	Total Expenditures by Activity/Function:	122,637,510	100.0%

Oklahoma State Regents for Higher Education
EDUCATIONAL AND GENERAL BUDGET - FY2020-2021
PART I - PRIMARY BUDGET
Schedule B
Summary of Educational and General Expenditures by Object

Institution:	Tulsa Community College
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EXPENDITURES BY OBJECT			
Object Number	Object of Expenditure	FY2020-2021 Amount	Percent of Total
1	Personnel Services:		
1a	Teaching Salaries	29,372,076	24.0%
1b	Professional Salaries	12,533,836	10.2%
1c	Other Salaries and Wages	19,810,021	16.2%
1d	Fringe Benefits	24,187,667	19.7%
1e	Professional Services	2,474,350	2.0%
	Total Personnel Service	88,377,950	72.1%
2	Travel	567,950	0.5%
3	Utilities	1,700,000	1.4%
4	Supplies and Other Operating Expenses *	15,425,040	12.6%
5	Property, Furniture and Equipment	1,379,660	1.1%
6	Library Books and Periodicals	405,500	0.3%
7	Scholarships and Other Assistance	14,781,411	12.1%
8	Transfer and Other Disbursements **	-	0.0%
	Total Expenditures by Object	122,637,510	100.0%

Oklahoma State Regents for Higher Education
EDUCATIONAL AND GENERAL BUDGET - FY2020-2021
PART I - PRIMARY BUDGET

Schedule C
REPORT OF EDUCATIONAL AND GENERAL REVENUE, EXPENDITURES, AND UNOBLIGATED RESERVE

Institution Name:	Tulsa Community College
--------------------------	--------------------------------

Revenue Description	FY2020-2021 Amount	Percent of Total
1. Beginning Fund Balance July 1, 2020 (Cash Basis)	39,000,000	
2. Expenditures for Prior Year Obligations	5,369,854	
3. Unobligated Reserve Balance July 1, 2020 (line 1 - line 2)	33,630,146	<--Formula
4. Projected FY2021 Receipts:		
State Appropriated Funds - For Operations	27,890,623	22.9%
State Appropriated Funds - For Grants, Contracts and Reimbursements	1,817,884	1.5%
Federal Appropriations	-	0.0%
Local Appropriations	44,000,000	36.2%
Resident Tuition (includes tuition waivers)	29,071,159	23.9%
Nonresident Tuition (includes tuition waivers)	2,182,170	1.8%
Student Fees - Mandatory and Academic Service Fees	5,645,108	4.6%
Gifts, Endowments and Bequests	602,285	0.5%
Other Grants, Contracts and Reimbursements	-	0.0%
Sales and Services of Educational Departments	-	0.0%
Organized Activities Related to Educational Departments	-	0.0%
Technical Education Funds	-	0.0%
Other Sources	2,073,365	1.7%
Federal Stimulus Funds - CARES	8,371,556	6.9%
5. Total Projected FY2021 Receipts	121,654,150	100.0%
6. Total Available (line 3 + line 5)	155,284,296	<--Formula
7. Less Budgeted Expenditures for FY2021 Operations	122,637,510	<--Link to Sch A
8. Projected Unobligated Reserve Balance June 30, 2020 (line 6 - line 7)	32,646,786	<--Formula

Schedule C-1	Fund 290	Fund 700	Totals
Student Fees			
Mandatory Fees	4,115,108	4,206,562	8,321,670
Academic Service Fees	1,530,000	103,104	1,633,104
Total Student Fees	5,645,108	4,309,666	9,954,774
Difference Between Student Fees in cells B23 and C40	-	N/A	N/A

Oklahoma State Regents for Higher Education
EDUCATIONAL AND GENERAL BUDGET - FY2020-2021
PART II - SPONSORED BUDGET

Schedule A
Summary of Educational and General Sponsored Expenditures by Function

Institution Name:	Tulsa Community College
--------------------------	--------------------------------

EXPENDITURES BY ACTIVITY/FUNCTION			
Activity Number	Activity/Function	FY2020-2021 Amount	Percent of Total
21	Educational & General Budget - Part II:		
	Instruction	\$ 362,569	3.7%
	Research	274,233	2.8%
	Public Service	-	0.0%
	Academic Support	1,155,826	11.8%
	Student Services	2,092,137	21.3%
	Institutional Support	759,977	7.7%
	Operation and Maintenance of Plant	-	0.0%
	Scholarships and Fellowships	5,185,376	52.7%
	Total E&G Part II:	\$ 9,830,118	100.0%

FUNDING			
Fund Number	Fund Name	FY2020-2021 Amount	Percent of Total
430	Agency Relationship Fund	\$ 9,830,118	100.0%
	Total Expenditures by Fund:	\$ 9,830,118	100.0%

Oklahoma State Regents for Higher Education
EDUCATIONAL AND GENERAL BUDGET - FY2020-2021
PART II - SPONSORED BUDGET

Schedule B
Summary of Educational and General Sponsored Expenditures by Object

Institution:	Tulsa Community College
---------------------	--------------------------------

EXPENDITURES BY OBJECT			
Object Number	Object of Expenditure	FY2020-2021 Amount	Percent of Total
1	Personnel Services:		
1a	Teaching Salaries	\$ 47,319	0.5%
1b	Professional Salaries	182,872	1.9%
1c	Other Salaries and Wages	1,864,245	19.0%
1d	Fringe Benefits	865,611	8.8%
1e	Professional Services	767,205	7.8%
	Total Personnel Services	\$ 3,727,252.00	37.9%
2	Travel	210,163	2.1%
3	Utilities	-	0.0%
4	Supplies and Other Operating Expenses	321,409	3.3%
5	Property, Furniture and Equipment	277,709	2.8%
6	Library Books and Periodicals	-	0.0%
7	Scholarships and Other Assistance	5,185,376	52.7%
8	Transfer and Other Disbursements	108,209	1.1%
	Total Expenditures by Object	\$ 9,830,118.00	100.0%

Oklahoma State Regents for Higher Education

EDUCATIONAL AND GENERAL BUDGET - FY2020-2021

PART II - BUDGET FOR SPONSORED RESEARCH AND OTHER SPONSORED PROGRAMS

Schedule C

REPORT OF EDUCATIONAL AND GENERAL INCOME, EXPENDITURES, AND UNOBLIGATED RESERVE

Institution:		Tulsa Community College	
Receipt Description	FY2020-2021 Amount	Percent of Total	
1. Beginning Fund Balance July 1, 2020 (Cash Basis)	\$ -		
2. Expenditures for Prior Year Obligations	\$ -		
3. Unobligated Reserve Balance July 1, 2020 (line 1 - line 2)	\$ -		
4. Projected Receipts FY2021:			
Department of Agriculture	-	0.0%	
Department of Commerce	46,000	0.5%	
Department of Defense	-	0.0%	
Department of Education	890,691	9.1%	
Department of Energy	-	0.0%	
Department of Health and Human Services	275,960	2.8%	
Department of Homeland Security	-	0.0%	
Department of Justice	54,840	0.6%	
Department of Transportation	74,845	0.8%	
National Aeronautics and Space Administration	2,500	0.0%	
National Institutes of Health	80,189	0.8%	
National Science Foundation	119,199	1.2%	
Other Federal Agencies	191,582	1.9%	
City and County Government	-	0.0%	
Commercial and Commercial Related	-	0.0%	
Foundations	2,918,296	29.7%	
Other Non-Federal Sources	-	0.0%	
Other Universities and Colleges	-	0.0%	
State of Oklahoma	5,176,016	52.7%	
5. Total Projected FY2021 Receipts	\$ 9,830,118	100.0%	
6. Total Available (line 3 + line 5)	\$ 9,830,118		
7. Less Budgeted Expenditures for FY2021 Operations	\$ 9,830,118		
8. Projected Unobligated Reserve Balance June 30, 2021 (line 6 - line 7)	\$ -		

Oklahoma State Regents for Higher Education
655 Research Parkway, Suite 200
Oklahoma City, OK 73104

EDUCATIONAL AND GENERAL BUDGET
FISCAL YEAR FY2020-2021

Schedule F and G

STATEWIDE PROGRAM CODE: Higher Education (Input)

SUMMARY OF EXPENDITURES BY FUNCTION AND OBJECT

Agency #:	750	Date Submitted:	June 10, 2020
Institution Name:	Tulsa Community College	Presidents Name:	Dr. Leigh Goodson

Object Codes	10	20	31	30	40	42	50	60	TOTALS
Object	Personnel Services	Travel	Utilities	Supplies & Other Operating Expenses	Property, Furniture, & Equipment	Library Books and Periodicals	Scholarships & Other Assistance Net of Waivers	Transfers & Other Disbursements	
Activity & Sub-Activity/Function:									
11 Instruction	42,190,180	157,438	-	2,662,163	226,540	-	-	-	45,236,321
12 Research	-	-	-	-	-	-	-	-	-
13 Public Service	462,896	1,608	-	154,520	16,391	-	-	-	635,415
14 Academic Support	15,383,074	163,838	-	1,403,820	155,980	405,500	-	-	17,512,211
15 Student Services	9,975,103	58,838	-	1,423,774	156,553	-	-	-	11,614,267
16 Institutional Support	8,762,558	146,215	-	3,067,878	340,875	-	-	-	12,317,527
17 Operation. & Maintenance of Plant	8,449,525	40,015	1,700,000	5,608,769	360,641	-	-	-	16,158,950
18 Scholarships (Net of Tuition Waivers)	-	-	-	-	-	-	6,391,263	-	6,391,263
11 Total E&G Part I - Fund 290	85,223,336	567,950	1,700,000	14,320,925	1,256,980	405,500	6,391,263	-	109,865,954
Hyperion Account Code	511130	521110	531160	541110	552110	562130			
Entry into CORE E&G Part I - Fund 290	85,223,336	567,950		16,020,925		1,662,480	6,391,263	-	109,865,954
49 Total E&G Part I - Fund 490	3,154,615	-	-	1,104,115	122,680	-	3,990,147	-	8,371,556
Entry into CORE E&G Part I - Fund 490	3,154,615	-	-	1,104,115	122,680	-	3,990,147	-	8,371,556
21 Total E&G Part II <i>Cells linked to Sch. B-II----></i>	3,727,252	210,163	-	321,409	277,709	-	5,185,376	108,209	9,830,118
Hyperion Account Code	511130	521110	531160	541110	552110	562130			
Entry into CORE E&G Part II	3,727,252	210,163		321,409		277,709	5,185,376	108,209	9,830,118
Total Allotment	92,105,202	778,113	1,700,000	15,746,449	1,657,369	405,500	15,566,786	108,209	128,067,628

Schedule G

Hyperion Account Code	511130	521110	531160	541110	552110	562130	Total Budgeted Amount				
700 Fund No.	Activity No.	Sub-Activity No.	Personnel Services	Travel	Utilities	Supplies & Other Operating Expenses	Property, Furniture, & Equipment	Library Books and Periodicals	Scholarships & Other Assistance	Transfers & Other Disbursements	Total Budgeted Amount
Fund 7XX			2,900,000	40,000	650,000	5,500,000	1,920,000	-	-	-	11,010,000
Fund 789	89		95,005,202	-	-	-	-	-	-	-	95,005,202
Fund 790	85		-	-	-	-	-	-	-	-	-

11 Entry into CORE E&G Part I - Fund 290	109,865,954
49 Entry into CORE E&G Part I - Fund 490	8,371,556
21 Entry into CORE E&G Part II	9,830,118
G Entry into CORE Fund 700	11,010,000
G Entry into CORE Fund 789	95,005,202
G Entry into CORE Fund 790	-
Total Allotment	234,082,830

Oklahoma State Regents for Higher Education

**Consolidated Capital Budgets
FISCAL YEAR 2020-2021**

**Schedule H
Various Funds by Institution**

Institution Agency # and Name:	750		Tulsa Community College
Date Submitted:	June 10, 2020	President: ---->	Dr. Leigh Goodson

Fund No.	Activity No.	Sub-Activity No.	Total Budgeted Amount -- Account 5400000
295	90	00001	1,400,000
340	90	00001	\$
450	90	00001	\$
600	90	00001	\$
650	90	00001	\$
Other Funds -- Please List:			
483	90	00001	6,000,000
	90	00001	\$
	90	00001	\$
	90	00001	\$
	90	00001	\$
TOTAL			\$ 7,400,000



Early Notice Incentive for Full-time Faculty – 2021

Tulsa Community College is offering an Early Notice Incentive to full-time faculty who are planning to retire from the College this academic year. This Incentive will allow the College to thoughtfully and effectively recruit, hire, and prepare for the next academic year.

The Early Notice Incentive will be \$5,000.00 for full-time faculty who meet the following criteria:

- Minimum of 10 consecutive years worked as a full-time TCC employee;
- Eligible to retire based on OTRS eligibility rules (previous OTRS retirees are not eligible);
- Submit an irrevocable signed letter of retirement with the completed Intent to Participate in the Early Notice Incentive form to the Chief Human Resources Officer no later than September 18, 2020 at 5:00 p.m.;
- Retirement date of June 1, 2021, July 1, 2021 (11-month or with Dean approval) or August 1, 2021 (if teaching summer session); and
- Attend three retirement planning appointments (initial, mid-point, final) with an HR Rep.

The Early Notice Incentive will be paid following the final regular pay check received and will be taxed as regular taxable income according to IRS regulations.



Intent to Participate in the Early Notice Incentive Program – 2021

Full-time Faculty

Name _____ CWID _____

Position Title _____

Department _____ Campus _____

I elect to participate in the Early Notice Incentive Program for full-time faculty offered by Tulsa Community College this academic year. I attest that I meet the following criteria to be eligible for this Incentive:

- Minimum of 10 consecutive years worked as a full-time TCC employee;
- Eligible to retire based on OTRS eligibility rules (previous OTRS retirees are not eligible);
- Submit an irrevocable signed letter of retirement with the completed Intent to Participate in the Early Notice Incentive form to the Chief Human Resources Officer no later than September 18, 2020 at 5:00 p.m.;
- Retirement date of June 1, 2021, July 1, 2021 (11-month or with Dean approval) or August 1, 2021 (if teaching summer session); and
- Attend three retirement planning appointments (initial, mid-point, final) with an HR Rep.

I understand the Early Notice Incentive of \$5,000 will be paid following my final regular pay check and will be taxed as regular taxable income according to IRS regulations.

Retirement Date _____

Employee Signature _____ Date _____

.....
Received by Chief Human Resources Officer

_____ Date _____

Eligibility Confirmed and Processed _____



Retirement Incentive for Full-time Staff Employees – 2020

We are pleased to announce a revised Retirement Incentive Program for TCC employees. A \$5,000 incentive will be paid to eligible employees who provide a 3 month notice before their eligible retirement date.

The Retirement Incentive will be \$5,000.00 for full-time employees who meet the following criteria:

- Minimum of 5 consecutive years worked as a full-time TCC employee;
- Previous OTRS retirees are eligible;
- Submit an e-mail with your irrevocable intent of retirement letter and form to the Chief Human Resources Officer, sandy.cooper@tulsacc.edu
- Attend three virtual retirement planning appointments (initial, mid-point, final) with an HR Rep.

The Retirement Incentive will be paid following the final regular pay check received and will be taxed as regular taxable income according to IRS regulations.

For additional information concerning your retirement or to schedule a retirement planning appointment, you may contact Human Resources:

Nick Taylor, Benefit/Retirement Administrator at nick.taylor@tulsacc.edu
Jeff Owens, Director Human Resources at jeff.owens@tulsacc.edu



Intent to Participate in the Retirement Incentive for Full-time Staff Employees – 2020

NAME _____

CWID _____

POSITION TITLE _____

DEPARTMENT _____

CAMPUS _____

SUPERVISOR _____

I elect to participate in the Early Notice Incentive Program for full-time staff offered by Tulsa Community College at this time. I attest that I meet the following criteria to be eligible for this Retirement Incentive:

- Minimum of 5 consecutive years worked as a full-time TCC employee;
- Previous OTRS retirees are eligible;
- Submit an e-mail with your irrevocable intent of retirement letter and form to the Chief Human Resources Officer, sandy.cooper@tulsaacc.edu
- Attend three virtual retirement planning appointments (initial, mid-point, final) with an HR Rep.

The Retirement Incentive will be paid following the final regular pay check received and will be taxed as regular taxable income according to IRS regulations.

RETIREMENT DATE _____

EMPLOYEE SIGNATURE WITH DATE _____



Received by the Chief Human Resources Officer with date _____

Eligibility Confirmed & Processed by Benefit/Retire. Admin.with date. _____

Complete & sign & attach this form to your e-mail to Sandy Cooper stating your intent to participate. If you are unable to create an electronic signature on this document, then type your name & attach form to your e-mail stating your intent to participate & send it to Sandy from your TCC e-mail account.

TULSA COMMUNITY COLLEGE

FINANCIAL REPORT

MONTH ENDING MAY 2020

TULSA COMMUNITY COLLEGE
STATEMENT OF REVENUE AND EXPENDITURES COMPARISON
FOR THE PERIOD ENDING MAY 31, 2020 AND MAY 31, 2019

	MAY FY20			MAY FY19			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
Revenue								
Education & General								
State Appropriations	\$ 30,687,987	\$ 28,635,654	93.3%	\$ 28,472,980	\$ 27,151,415	95.4%	\$ 1,484,239	5.5%
Revolving Fund	2,443,055	3,452,471	141.3%	2,420,770	3,535,338	146.0%	(82,867)	-2.3%
Resident Tuition	31,303,381	32,866,368	105.0%	30,907,268	31,762,517	102.8%	1,103,852	3.5%
Non-Resident Tuition	2,389,331	2,558,421	107.1%	2,338,686	2,371,101	101.4%	187,321	7.9%
Student Fees	6,370,948	6,519,291	102.3%	6,492,984	6,688,791	103.0%	(169,500)	-2.5%
Local Appropriations	44,331,250	32,300,000	72.9%	42,330,000	30,250,000	71.5%	2,050,000	6.8%
Total	\$ 117,525,952	\$ 106,332,205	90.5%	\$ 112,962,688	\$ 101,759,161	90.1%	\$ 4,573,044	4.5%
Auxiliary Enterprises								
Campus Store	\$ 575,000	\$ 517,446	90.0%	\$ 600,000	\$ 1,440,224	240.0%	\$ (922,778)	-64.1%
Student Activities	2,433,000	2,168,560	89.1%	2,509,935	2,605,608	103.8%	(437,048)	-16.8%
Other Auxiliary Enterprises	5,650,750	4,328,503	76.6%	4,790,065	4,021,908	84.0%	306,596	7.6%
Total	\$ 8,658,750	\$ 7,014,509	81.0%	\$ 7,900,000	\$ 8,067,740	102.1%	\$ (1,053,230)	-13.1%
Restricted								
Institutional Grants	\$ 5,939,000	\$ 4,938,099	83.1%	\$ 5,978,380	\$ 5,805,547	97.1%	\$ (867,448)	-14.9%
State Student Grants	4,092,000	3,079,726	75.3%	3,241,460	3,399,425	104.9%	(319,699)	-9.4%
Total	\$ 10,031,000	\$ 8,017,825	79.9%	\$ 9,219,840	\$ 9,204,972	99.8%	\$ (1,187,147)	-12.9%
Capital								
Construction - State (295)	\$ 2,075,000	\$ 1,302,757	62.8%	\$ 1,325,000	\$ 877,079	66.2%	\$ 425,678	48.5%
Construction - Non State (483)	13,000,000	9,175,330	70.6%	10,000,000	3,430,804	34.3%	5,744,527	167.4%
Total	\$ 15,075,000	\$ 10,478,087	69.5%	\$ 11,325,000	\$ 4,307,883	38.0%	\$ 6,170,205	143.2%
TOTAL REVENUE	\$ 151,290,702	\$ 131,842,627	87.1%	\$ 141,407,528	\$ 123,339,755	87.2%	\$ 8,502,872	6.9%
Expenditures								
Education & General								
Instruction	\$ 48,696,336	38,237,712	81.0%	\$ 50,540,904	\$ 37,287,726	73.8%	\$ 949,986	2.5%
Public Service	689,779	112,084	16.2%	646,147	116,898	18.1%	(4,814)	-4.1%
Academic Support	20,291,648	15,324,633	73.2%	19,834,795	13,937,405	70.3%	1,387,228	10.0%
Student Services	11,691,336	9,205,304	74.7%	9,726,738	8,083,960	83.1%	1,121,344	13.9%
Institutional Support	12,795,834	12,679,988	97.9%	12,237,837	13,397,509	109.5%	(717,521)	-5.4%
Operation/ Maintenance of Plant	15,760,627	16,788,843	105.8%	15,524,519	15,276,955	98.4%	1,511,887	9.9%
Tuition Waivers	4,400,000	4,361,514	99.1%	4,074,000	3,710,395	91.1%	651,119	17.5%
Scholarships	5,100,000	4,822,692	94.6%	4,795,000	4,435,901	92.5%	386,791	8.7%
Total	\$ 119,425,560	\$ 101,532,769	85.0%	\$ 117,379,940	\$ 96,246,747	82.0%	\$ 5,286,022	5.5%
Auxiliary Enterprises								
Campus Store	\$ 131,250	\$ 131,185	100.0%	\$ 131,350	\$ -	0.0%	\$ 131,185	-
Student Activities	4,513,000	2,390,387	53.0%	4,209,935	2,330,810	55.4%	59,577	2.6%
Other Auxiliary Enterprises	8,310,750	4,213,609	50.7%	4,658,715	4,158,756	89.3%	54,853	1.3%
Total	\$ 12,955,000	\$ 6,735,181	52.0%	\$ 9,000,000	\$ 6,489,567	72.1%	\$ 245,614	3.8%
Restricted								
Institutional Grants	\$ 5,939,000	\$ 4,913,018	82.7%	\$ 5,978,380	\$ 5,828,527	97.5%	\$ (915,509)	-15.7%
State Student Grants	4,092,000	3,134,583	76.6%	3,241,460	3,177,125	98.0%	(42,542)	-1.3%
Total	\$ 10,031,000	\$ 8,047,601	80.2%	\$ 9,219,840	\$ 9,005,652	97.7%	\$ (958,051)	-10.6%
Capital								
Construction - State (295)	\$ 2,075,000	\$ 1,294,677	62.4%	\$ 1,325,000	\$ 530,248	40.0%	\$ 764,429	144.2%
Construction - Non State (483)	13,000,000	10,578,668	81.4%	10,000,000	3,430,804	34.3%	7,147,864	208.3%
Total	\$ 15,075,000	\$ 11,873,344	78.8%	\$ 11,325,000	\$ 3,961,052	35.0%	\$ 7,912,293	199.8%
TOTAL EXPENDITURES	\$ 157,486,560	\$ 128,188,895	81.4%	\$ 146,924,780	\$ 115,703,017	78.7%	\$ 12,485,878	10.8%

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

	MAY FY20			MAY FY19			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
EDUCATION AND GENERAL								
Salaries & Wages								
Faculty	\$ 19,704,985	\$ 15,792,363	80.1%	\$ 18,078,150	\$ 14,215,999	78.6%	\$ 1,576,364	11.1%
Adjunct Faculty	10,100,000	8,564,310	84.8%	10,000,000	8,903,173	89.0%	(338,862)	-3.8%
Professional	11,847,285	10,866,921	91.7%	10,337,866	9,495,471	91.9%	1,371,450	14.4%
Classified Exempt	5,315,122	2,916,420	54.9%	4,955,733	3,079,073	62.1%	(162,653)	-5.3%
Classified Hourly	16,831,220	15,406,151	91.5%	15,693,153	14,750,326	94.0%	655,825	4.4%
TOTAL	\$ 63,798,612	\$ 53,546,166	83.9%	\$ 59,064,902	\$ 50,444,041	85.4%	\$ 3,102,125	6.1%
Staff Benefits	\$ 23,074,448	\$ 20,767,600	90.0%	\$ 21,492,788	\$ 18,830,137	87.6%	1,937,463	10.3%
Professional Services	2,783,700	2,181,286	78.4%	2,848,500	2,043,768	71.7%	137,518	6.7%
Operating Services	17,107,400	12,040,246	70.4%	16,666,550	13,023,314	78.1%	(983,068)	-7.5%
Travel	586,400	400,176	68.2%	683,700	419,955	61.4%	(19,779)	-4.7%
Utilities	1,700,000	1,247,751	73.4%	1,739,500	1,321,568	76.0%	(73,817)	-5.6%
Tuition Waivers	4,400,000	4,361,514	99.1%	4,074,000	3,710,395	91.1%	651,119	17.5%
Scholarships	5,100,000	4,822,692	94.6%	4,795,000	4,435,901	92.5%	386,791	8.7%
Furniture & Equipment	875,000	2,165,338	247.5%	6,015,000	2,017,668	33.5%	147,670	7.3%
TOTAL	\$ 119,425,560	\$ 101,532,769	85.0%	\$ 117,379,940	\$ 96,246,747	82.0%	\$ 5,286,022	5.5%
CAMPUS STORE								
Bond Principal and Expense	131,241	131,185	100.0%	-	-	0.0%	131,185	100.0%
TOTAL	\$ 131,241	\$ 131,185	100.0%	\$ -	\$ -	0.0%	\$ 131,185	100.0%
STUDENT ACTIVITIES								
Salaries & Wages								
Professional	\$ 241,000	\$ 242,195	100.5%	\$ 220,000	\$ 258,738	117.6%	\$ (16,542)	-6.4%
Classified Hourly	1,150,000	947,949	82.4%	1,100,000	878,710	79.9%	69,239	7.9%
Total Salaries & Wages	\$ 1,391,000	\$ 1,190,144	85.6%	\$ 1,320,000	\$ 1,137,448	86.2%	\$ 52,696	4.6%
Staff Benefits	\$ 592,000	\$ 461,832	78.0%	\$ 500,000	\$ 436,453	87.3%	\$ 25,379	5.8%
Professional Services	85,000	139,383	164.0%	90,000	49,497	55.0%	89,886	181.6%
Operating Services	545,000	461,565	84.7%	564,000	613,321	108.7%	(151,757)	-24.7%
Travel	70,000	33,759	48.2%	75,000	65,837	87.8%	(32,078)	-48.7%
Furniture & Equipment	1,780,000	103,704	5.8%	1,700,000	6,114	0.4%	97,590	1596.2%
Items for Resale	50,000	-	0.0%	51,000	22,140	43.4%	(22,140)	-100.0%
TOTAL	\$ 4,513,000	\$ 2,390,387	53.0%	\$ 4,300,000	\$ 2,330,810	54.2%	\$ 59,577	2.6%
OTHER AUXILIARY ENTERPRISES								
Salaries & Wages								
Professional	\$ 70,000	\$ 117,325	167.6%	\$ 60,000	\$ 57,035	95.1%	\$ 60,290	105.7%
Adjunct Faculty	200,000	277,496	138.7%	175,000	204,643	116.9%	72,853	35.6%
Classified Hourly	300,000	228,059	76.0%	300,000	302,826	100.9%	(74,766)	-24.7%
Total Salaries & Wages	\$ 570,000	\$ 622,880	109.3%	\$ 535,000	\$ 564,504	105.5%	\$ 58,377	10.3%
Staff Benefits	\$ 100,000	\$ 104,227	104.2%	\$ 90,000	\$ 79,997	88.9%	\$ 24,230	30.3%
Professional Services	500,000	496,494	99.3%	340,000	500,431	147.2%	(3,936)	-0.8%
Operating Services	2,500,000	1,703,331	68.1%	1,550,000	1,694,045	109.3%	9,286	0.5%
Travel	100,000	39,537	39.5%	50,000	24,188	48.4%	15,349	63.5%
Utilities	650,000	512,646	78.9%	650,000	528,437	81.3%	(15,791)	-3.0%
Scholarship & Refunds	10,000	32,293	322.9%	4,000	5,640	141.0%	26,653	472.6%
Bond Principal and Expense	1,115,000	547,736	49.1%	1,450,000	659,712	45.5%	(111,977)	-17.0%
Furniture & Equipment	2,764,750	154,465	5.6%	30,000	101,802	339.3%	52,663	51.7%
Items for Resale	1,000	-	0.0%	1,000	-	0.0%	-	0.0%
TOTAL	\$ 8,310,750	\$ 4,213,609	50.7%	\$ 4,700,000	\$ 4,158,756	88.5%	\$ 54,853	1.3%
CAPITAL								
Construction - State (295)	\$ 2,075,000	\$ 1,294,677	62.4%	\$ 1,325,000	\$ 530,248	40.0%	\$ 764,429	144.2%
Construction - Non State (483)	13,000,000	10,578,668	81.4%	10,000,000	3,430,804	34.3%	7,147,864	208.3%
TOTAL	\$ 15,075,000	\$ 11,873,344	78.8%	\$ 11,325,000	\$ 3,961,052	35.0%	\$ 7,912,293	199.8%

Facilities and Safety Committee Projects Dashboard

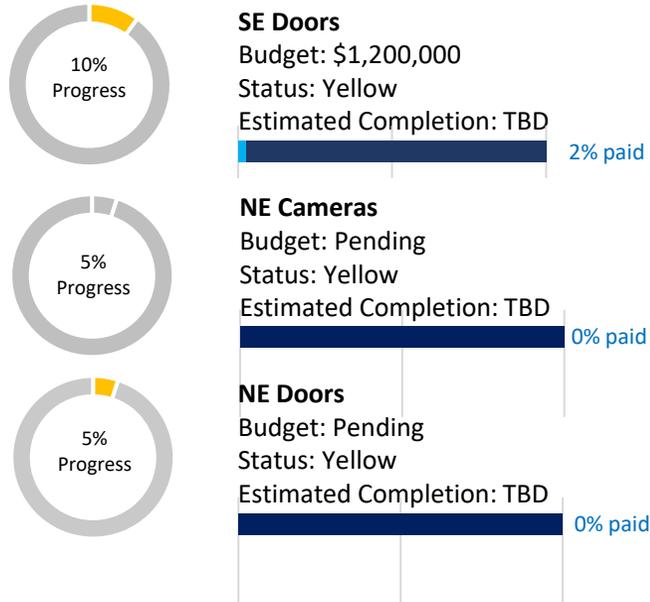
15

Major Projects

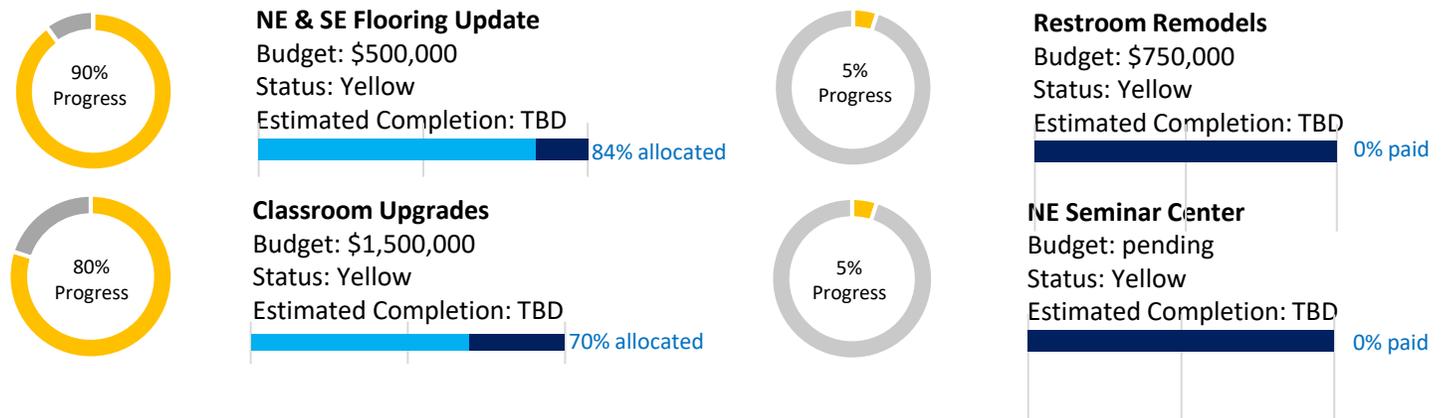
FY20 Total Budget:
\$8,800,000

Budget Remaining:
\$1,148,000

Safety Projects



Deferred Maintenance Projects





Facilities and Safety Committee Projects Dashboard

11

Major Projects

FY20 Total Budget:
\$9,600,000

Budget Remaining:
\$6,220,000

Student Success Center



WC Student Success Center
Budget: \$2,100,000
Status: Green
Estimated Completion: Sep, 2020
20% paid



NE Student Success Center
Budget: \$1,400,000
Status: Green
Estimated Completion: Dec, 2021
0% paid



MC Student Success Center
Budget: \$2,400,000
Status: Not started
Estimated Completion: Dec, 2022
0% paid

Conference Center Moves



CC - MC
Budget: \$4,130,000
Status: Yellow
Estimated Completion: TBD
0% paid



CC - NE
Budget: \$1,140,000
Status: Yellow
Estimated Completion: TBD
0% paid



CC - WC
Budget: \$750,000
Status: Yellow
Estimated Completion: TBD
0% paid

Campus Growth & Safety Projects



MC Bookstore
Budget: \$1,220,000
Status: Green
Estimated Completion: July, 2020
60% paid



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



PACE Safety Projects
Budget: \$150,000
Status: Yellow
Estimated Completion: TBD
73% paid



Facilities and Safety Committee Projects Dashboard

10

Completed Projects

Projects Total:

\$6,284,000

Safety & Campus Project



WC Doors (FY19)

Budget: \$150,000
Status: Complete
Completion: Jan, 2020



Auditorium Hardening

Budget: \$240,000
Status: Complete
Completion: Jan, 2020



MC The Perk

Budget: \$300,000
Status: Complete
Completion: Feb, 2020



SE Security Cameras

Budget: \$778,000
Status: Complete
Completion: Apr, 2020



Deferred Maintenance Projects



MC Student Union Roof (FY19)

Budget: \$662,000
Status: Complete
Completion: Dec 2019



Capital Planning – Sightline

Budget: \$162,000
Status: Complete
Completion: Feb, 2020



SE Boilers

Budget: \$640,000
Status: Complete
Completion: Dec, 2019



SE Cooling Towers

Budget: \$1,644,000
Status: Complete
Completion: Feb, 2020



MC Boilers

Budget: \$834,000
Status: Complete
Completion: Apr, 2020



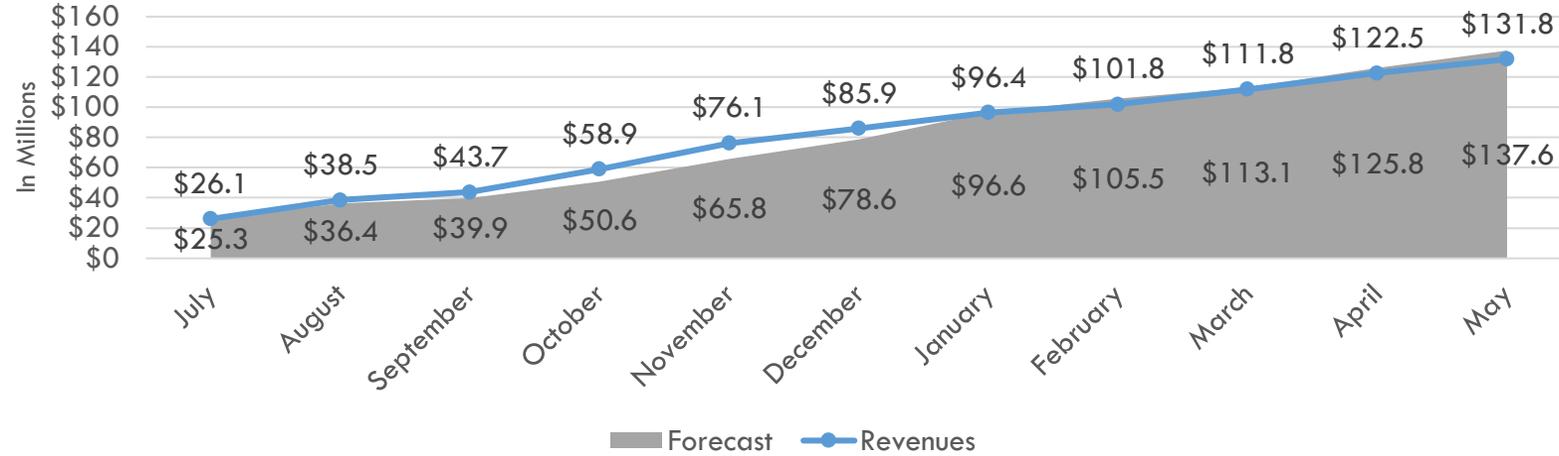
MC Cooling Towers

Budget: \$874,000
Status: Complete
Completion: May, 2020:



REVENUE DASHBOARD MAY 2020

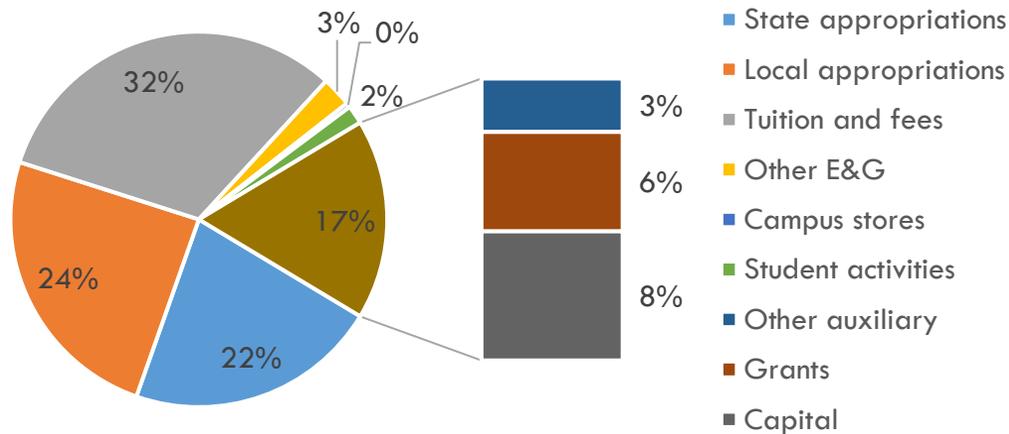
Actual vs Forecast | YTD



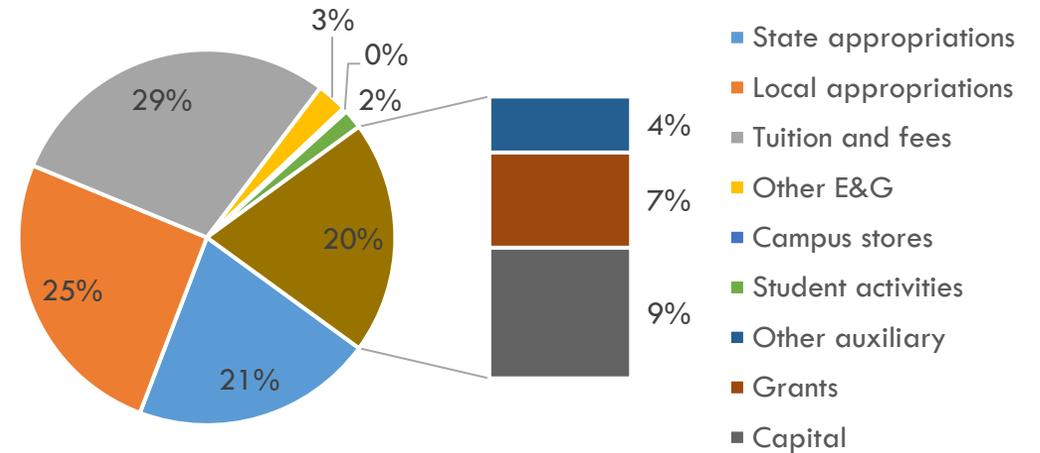
Revenues | Monthly Activity

Revenue	Actual	Forecast
E&G	\$ 7.6	\$ 8.8
Auxiliary	\$ 0.1	\$ 0.8
Restricted	\$ 0.2	\$ 1.0
Capital	\$ 1.4	\$ 1.2
	\$ 9.3	\$ 11.8

YTD Revenues by Type

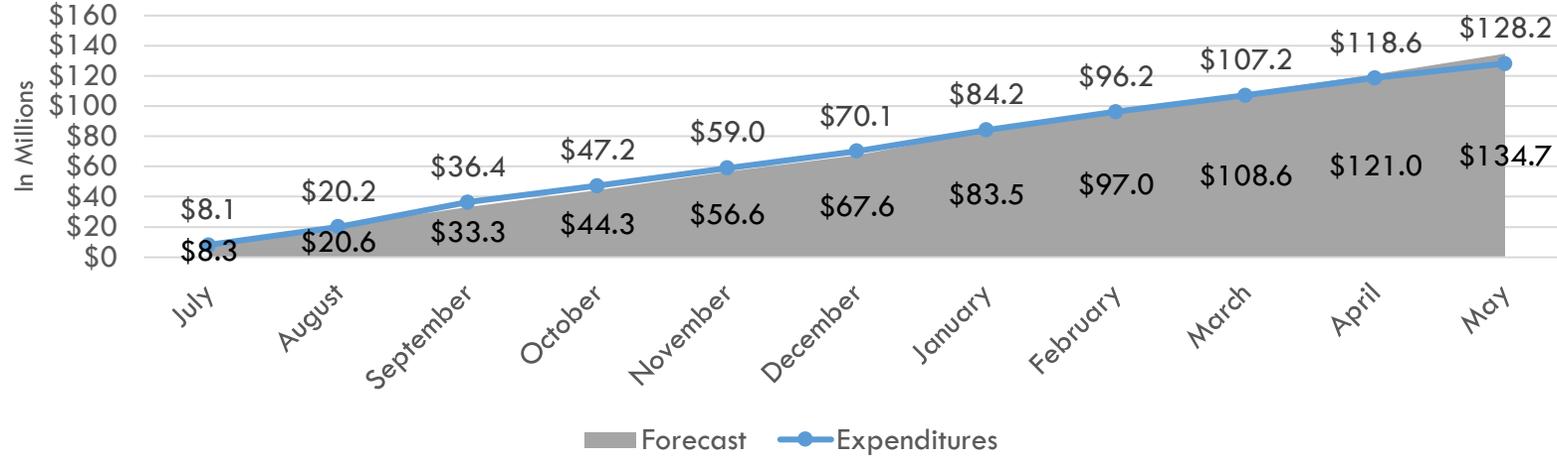


YTD Forecasted Revenues by Type



EXPENSE DASHBOARD MAY 2020

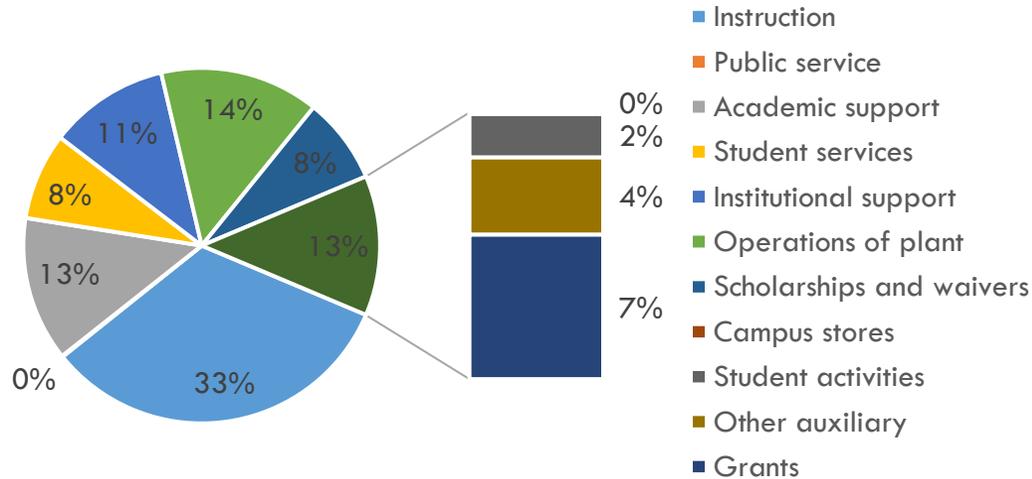
Actual vs Forecast | YTD



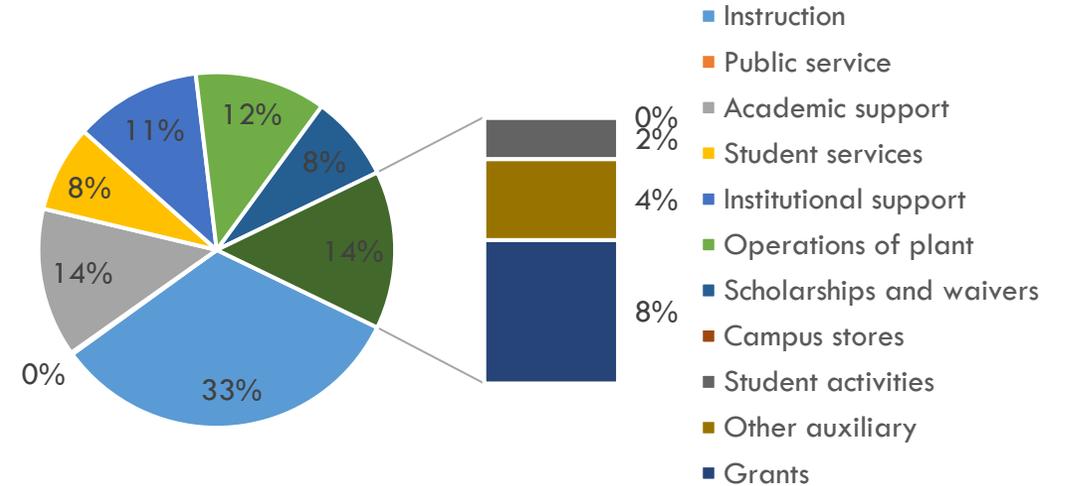
Expenditures | Monthly Activity

Expenditures	Actual	Forecast
E&G	\$ 7.9	\$ 10.4
Auxiliary	\$ 0.3	\$ 1.2
Restricted	\$ 0.3	\$ 1.0
Capital	\$ 1.0	\$ 1.2
	\$ 9.5	\$ 13.8

YTD Expenditures by Function

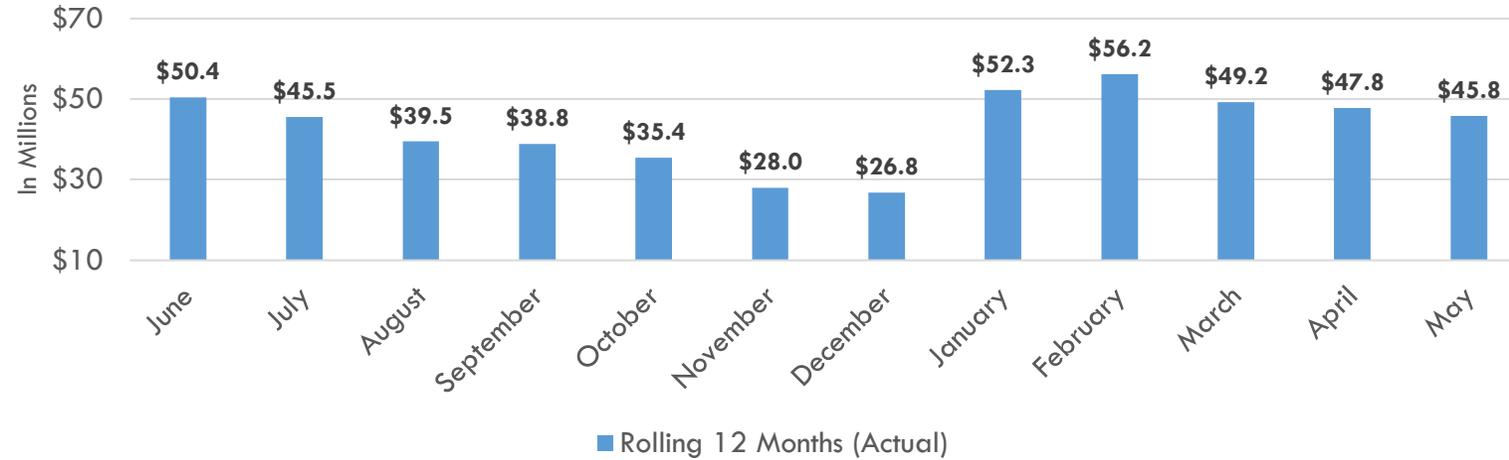


YTD Forecasted Expenditures by Function



CASH MANAGEMENT AND AR DASHBOARD MAY 2020

CASH | at end of month



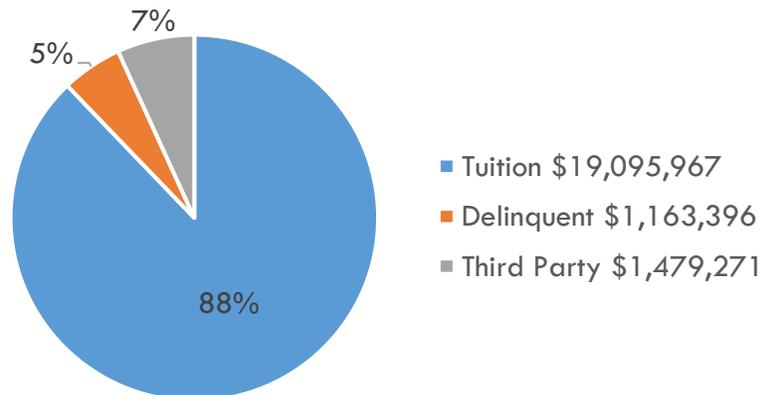
CASH BALANCE

E&G (290)	\$ 557,585
Construction (295)	\$ 8,073
Restricted (430)	\$ 465,530
Construction (483 & 475)	\$ 14,377
Auxiliary (706)	\$ 472,062
Clearing (750)	\$ 1,727,439
Local	\$ 40,759,829
Payroll (789)	\$ 1,805,229
Total	\$ 45,810,124

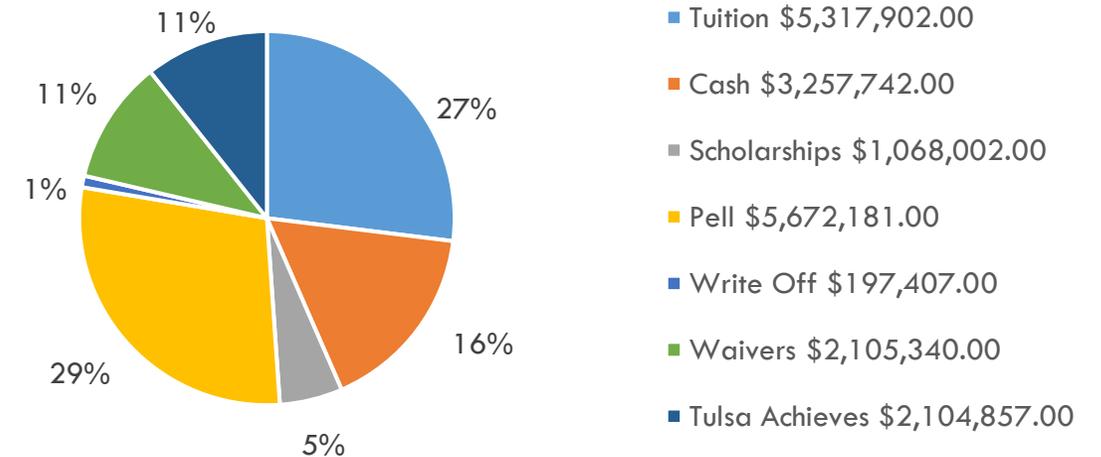
Cash Forecast 06/30/2020 \$39,000,000

Local Forecast 06/30/2020 \$34,000,000

Spring 2020 Student Charges by Type



Spring 2020 Payments by Type



A Redemption Story: Man, Once Arrested with Alligator, Graduates from TCC

Featured by [Tulsa World](#) and [Inside Higher Ed](#)

Last a month a surprise commencement ceremony took place in a Broken Arrow parking lot outside a veterinary clinic. Shane Allen earned his degree seven years after he was arrested on the Southeast Campus parking lot with an alligator, suspended from TCC and sent to prison for previous drug offenses.

[Tulsa World](#) and [Inside Higher Ed](#) shared the story of this remarkable student and his journey who called the day he was arrested one of the best days of his life. Surrounded by TCC faculty and staff as well as his parents, Shane walked the sidewalk in cap and gown as “Pomp and Circumstance” played from a car. He has been accepted into OSU and will pursue a bachelor’s degree and his dream of becoming a vet.



TCC Virtual Forum Discusses the Problem of Black Men and Policing

Featured by [Tulsa World](#) and [KFAQ](#)

TCC Campus Police Chief Melvin Murdock discussed the challenges of being a black officer and a parent of an African American son during a virtual forum hosted by TCC’s Office of Diversity, Equity and Inclusion. He acknowledged it is a painful reality as he shared his personal experiences and how he was treated when people didn’t know he was a police officer. His story was shared with Tulsa World and KFAQ during ongoing dialogue about Race and Law Enforcement.

Diversity, Equity and Inclusion is hosting a series called Race Equity this month on Thursday afternoons with topics ranging from “What Can Whites Do to be Anti-racist?” to “How to Be an Ally to People of Color.”

Higher Education Leaders Ask Congress to Protect them from COVID Lawsuits

Featured by [Tulsa World](#)

President Leigh Goodson spoke with [Tulsa World](#) about TCC’s plans for the Fall semester and our steps to keep students and employees safe as higher education leaders asked Congress for protection from possible lawsuits.

TCC Enters First Phase of Return to Campus Plan

Featured by [Tulsa World](#), [KOTV](#), [FOX23](#), [KJRH](#), [KRMG](#) and [KTUL](#)

As TCC rolled out the first phase of the Return to Campus giving students access to computers at the Northeast Facet Center and Southeast Campus Library, Tulsa media featured the use of thermal scanners as everyone enters the building. The response has been terrific as students are using the computers for summer coursework and to print study material.

TCC Employee Part of Effort to Support Immigrant Communities During Pandemic

Featured by [Oklahoma Watch](#)

Daniel Chaboya, English as Second Language Program Director at TCC, is part of the citywide Skilled Immigrant Integration program planning team. The focus of the article was about challenges immigrant Tulsans face with language barriers, especially during the pandemic, and efforts to ensure immigrant Tulsans, who might be having financial issues, can access the support services available to them through bilingual and bicultural individuals.

“I Can’t” Returns for the Summer in Virtual Format

Featured by [Tulsa World](#) and [KTUL](#)

Moving to a virtual format, TCC’s popular “I Can’t” series returned this summer with free workshops each Monday at noon. The series challenges people to step outside their comfort zone and try something new. Each of this summer’s programs were created so that they either require no special supplies or make use of everyday household items.

TCC Employee Joins Virtual Community Conversation: What’s It Like to be Black in America?

Featured by [FOX23](#) and [KRMG](#)

Hosted by Mosaic Tulsa, Oklahoma Center for Community and Justice, and YWCA Tulsa, the community conversation featured local leaders including Dr. Dewayne Dickens, Director of Culturally Response Practices at TCC as well as Dr. Tiffany Crutcher, Terence Crutcher Foundation; Josh Linton, Strategic Planning, ONE Gas; Dr. Gary Peluso-Verdend, Executive Director, Center for Religion and Public Life, Phillips Theological Seminary.

Look for the Helpers: Cellist Brings Joy of Music, One Video at a Time

Featured by [Tulsa World](#)

Signature Symphony musician Erica Parker just wanted to brighten her neighbor’s day back in March, when everything shut down, with the gift of music. At first, she played on her porch, then her front yard and then in her neighborhood. For 40 days, she posted these short performances on social media even playing “Pomp and Circumstance” under the Circle Cinema marquee to celebrate TCC graduates. [Tulsa World](#) featured her story.





TCC Employee Has Become a Familiar Face and Pleads for Continued Access After the Pandemic

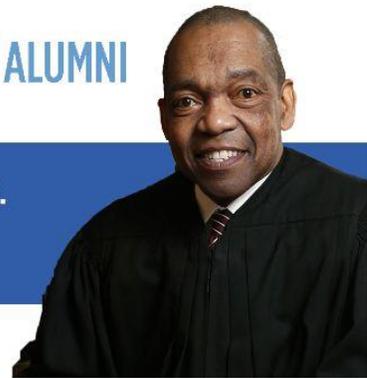
Featured by Tulsa World

Glenna Cooper, faculty chair of world language and associate professor of American Sign Language education has become a regular fixture at news conferences with local health officials and city leaders related to the COVID-19 outbreak. She continues to advocate for diversity and inclusion with the hard of hearing and Deaf populations and believes in-person interpreting services are desperately needed beyond times of crisis.

TCC 50 Notable Alumni



MICHELLE HARRIS
Community Liaison/Program Developer
Eau Claire Area Hmong Association
Graduated: 2014



CARLOS CHAPPELLE, J.D.
Awarded Posthumously
Graduated: 1974



HANNAH BERRETT, PH.D.
Medical Student
Graduated: 2007



MATTHEW YOUNGBLOOD, M.S.C.E.
Project Manager and Principal, Garver, LLC – Tulsa Office
Attended: 2001-2002



PAT BRUNER
Investor
Graduated: 1976

