



**Tulsa Community College
Regular Meeting of the Board of Regents
Thursday, November 21, 2019
Southeast Campus
10300 East 81st Street, Tulsa, OK
Bldg. 2, Boardroom 2305
3:00 p.m.**

AGENDA

1. Call to Order

1.1 Open Meeting Compliance Statement

Statement of Compliance with the Oklahoma Open Meeting Act
(Regularly scheduled meeting on November 21, 2019 at 3:00 pm)

“This regularly scheduled meeting of the Tulsa Community College Board of Regents has been convened in accordance with the Oklahoma Open Meeting Act.”

This meeting was preceded by advance notice of the date, time, and place, filed with the Oklahoma Secretary of State on September 10, 2018.

Notice of this meeting was also given at least twenty-four (24) hours in advance of the meeting by positing notice of the date, time, place, and agenda of the meeting by 3:00 p.m. on November 19, 2019 at the principal office of the Tulsa Community College Board of Regents, located at 6111 E. Skelly Drive, Tulsa, Oklahoma.

1.2 Roll Call

2. Old Business and Possible Discussion and Action

2.1 Recommendation for Approval of the Minutes for the Special Meeting of the Tulsa Community College Board of Regents held on Thursday, October 24, 2019

Motion for Approval: _____

Second Motion for Approval: _____

2.2 Recommendation for Approval of the Minutes for the Regular Meeting of the Tulsa Community College Board of Regents held on Thursday, October 24, 2019

Motion for Approval: _____

Second Motion for Approval: _____

2.3 Recommendation for Approval of the Minutes for the Special Meeting of the Tulsa Community College Board of Regents held on Tuesday, October 29, 2019

Motion for Approval: _____

Second Motion for Approval: _____

2.4 Carry Over Items

3. Student Success Update and Possible Discussion

Introduction by Dr. Greg Stone, Provost, Southeast Campus

3.1 The National Conference on Undergraduate Research

Presented by Dr. Dusti Sloan, Associate Professor/Coordinator, Science and Mathematics, and Students Huxley Rainwater and Daria Reynolds

Students will discuss their upcoming trip to the National Conference on Undergraduate Research, which is funded by a grant award from The Oklahoma IDeA Network of Biomedical Research Excellence (OK-INBRE). The students will discuss the benefits of undergraduate research for community college students and share an overview of the research they've been doing at TCC.

3.2 Holiday Card Design

Student, Caleh Trexler, will be presented with a check on behalf of the TCC Foundation for \$500 for the design of TCC's 2019 holiday card. The student will also receive 25 printed holiday cards.

4. Academic Affairs and Student Success Committee Report and Possible Discussion and Action

Presented by Regent Mitchell

4.1 Overview of Committee Meeting Topics

- Review of five-year program reviews for AA Art, AA Communication Arts and Technologies, AA Pre-Education, AS Engineering, AA World Languages, AA Liberal Arts, AS Mathematics, AS Science Related Concentrations, AA Social Science, AAS Electronics Technology, AAS Interior Design, CER Information Technology, CER World Languages, CER Quality Technology, CER Interpreter Education,

Aviation Sciences Technology, AAS Human Services, AAS Digital Media, CER Digital Media, AS Marketing, AS Human Services, CER Pharmacy Technology, AAS Fire and Emergency Medical Services Technology, AS Computer Information Systems

- Academic Advising Update

4.2 Recommendation for Approval of Changes in Academic Programs

The Academic Affairs and Student Success Committee recommends approval of curriculum changes.

- Pre-Professional Health Sciences, AS, Pre Medical Imaging – Modify Program
- Pre-Nursing, AS – Modify Program
- Pre-Professional Health Sciences, AS, Pre-Veterinary Medication Option – Modify Program
- Radiography, AAS – Modify Program
- Pre-Professional Health Sciences, AS, Pre-Physical Therapy – Modify Program
- Biotechnology, CER – Suspend Program
- Biotechnology, AS – Modify Program
- Pre-Professional Health Sciences, AS, Pre-Occupational Therapy – Modify Program
- Occupational Therapy Assistant, AAS – Modify Program
- Respiratory Care, AAS – Modify Program
- Diagnostic Medical Sonography, AAS – Modify Program
- Manufacturing Production Technician I, Certificate – New Program
- Manufacturing Production Technician, Certificate – Modify Program
- Quality and Inspection Technician I – Certificate – New Program
- Aerospace Drafting, Certificate – New Program
- Engineering Technology, AAS – Modify Program
- Quality Technology, Certificate – Modify Program
- AutoCAD User, Certificate – New Program
- Industrial Maintenance Technician, Certificate – New Program
- Electronics Technology, AAS, Electronics Technologist Option – Modify Program
- Information Technology Certificate, System Support Tech Option – Delete Program Option
- Information Technology Certificate, Network and Cloud Computing Option – Delete Program Option
- Information Technology, AAS, Networking and Cloud Computing Option – Delete Program Option
- Information Technology Certificate, Programming Option – Delete Program Option

- Information Technology Certificate, Business Application Specialist Option – Modify Program
- Digital Media, AAS – Modify Program
- Digital Media, Certificate – Modify Program
- Theatre, AA – Modify Program
- Applied Technology, AAS – New Program
- Paralegal, AA – Modify Program
- Vet Tech, AAS – Modify Program
- Certificate, Private Pilot – New Program
- Certificate, Commercial Pilot – New Program
- Certificate, Flight Instructor – New Program
- Enterprise Development, AS – Modify Program

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

[Attachment 4.2: Changes in Academic Programs](#)

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

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

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

- Nursing Clinical Tracker Fee
 - New fee, \$20 per course
 - Courses: NURS 1211, 2213, 2442
- Nursing Assessment Fee, Traditional Track
 - Decrease fee from \$100.00 to \$77.50 per course
 - Courses: NURS 1113, 2213, 2243, 2444
- Nursing Assessment Fee, Career Mobility Track
 - Decrease fee from \$130.50 to 103.00 per course
 - Courses: NURS 1212, 2352, 2444
- Veterinary Technology Vaccination Fee (Rabies)
 - Increase fee from \$960.00 to \$1,000.00 per course
 - Courses: VETT 1183
- OSHA Card Fee
 - New fee, \$33.00 per course

- Courses: ENGT 1513
- Respiratory Clinical Software
 - New fee, \$104.00 per course
 - Courses: RESP 2102
- Respiratory Clinical Tracking Fee
 - New fee, \$130.00 per course
 - Courses: RESP 1414
- Respiratory NBRC Review Fee
 - New fee, \$295.00 per course
 - Courses: RESP 2452
- Fabrication Lab Fee
 - New fee, \$100.00 per course
 - Courses: ENGT 1213
- MSSC Testing Fee
 - New fee, \$55.00 per course
 - Courses: ENGT 1513, 1313, 1543, QCTT 1313 / ENGT 1523
- Professional Pilot: Multi-Engine Aircraft, Flight and Instruction, Dual
 - Increase fee from \$320.00 to \$350.00 per use
 - Courses: AVST 2182, 2181
- Professional Pilot: Single-Engine Aircraft, Flight and Instructions, Dual
 - Increase fee from \$189.00 to \$214.00 per use
 - Courses: AVST 1222, 2132, 2181, 1232, 2162, 2182, 2442
- Professional Pilot: Single-Engine Aircraft, Flight and Instruction, Solo
 - Increase fee from \$164.00 to \$169.00 per use
 - Courses: AVST 2181, 2182
- Dental Hygiene
 - Eliminate fee from course DHYG1373, \$20.00 to \$0 per course
- Dental Hygiene
 - Add fee to course DHYG 1013, \$20.00 per course
- Science
 - Add fee to course BIOT 2513, \$22.00 per course
- Art
 - Increase fee from \$12.00 to \$20.00 per course
 - Courses: ART 1013, 1023, 1033, 1083, 1123, 1133, 2083, 2093, 2143, 2153, 2263, 2273, 2283, 2413, 2423, 2503, 2853
- Electronics
 - Add fee to course ELET 2232, \$12.00 per course
- Drafting
 - Add fee to course DRFT 2543, \$12.00 per course

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

[Attachment 4.3: Changes in Academic Services Fees](#)

5. Community Relations Report and Possible Discussion

Presented by Regent Lawhorn

5.1 Overview of Committee Meeting Topics

- Legislative Update
- OSRHE Legislative and Budget Meeting Discussion
- 50 Notables Update

6. Personnel Report and Possible Discussion and Action

Presented by President Goodson

6.1 Information Items

- Introduction of Recently Appointed Staff

6.2 Consent Agenda

- 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.

Motion for Approval: _____

Second Motion for Approval: _____

[Attachment 6.2: Personnel Consent Agenda](#)

7. Facilities & Safety Committee Report and Possible Discussion

Presented by Regent McKamey

7.1 Overview of Committee Meeting Topics

- West Campus Student Success Center Update
- Dashboard Discussion
- Departmental Diversity, Inclusion, and Equity Discussion

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

Presented by Regent Cornell

8.1 Purchase Item Agreements over \$50,000

8.1.1 Replacement of Flooring

Authorization is requested to contract with Carroll's Commercial Floors, Inc. (Tulsa, OK) in the amount of \$224,867 for the installation of 20,627 square feet of Mannington vinyl floor tiles and related rubber base in hallways at the Southeast Campus. Flooring installation was competitively bid on RFP-20001-KS. The project will be funded from the capital budget.

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

8.1.2 Replacement of Flooring

Authorization is requested to contract with Interior Concepts (Tulsa, OK) in the amount of \$98,500 for the installation of 10,750 square feet of Aspecta vinyl floor tiles and related rubber base in hallways at the Northeast Campus. Flooring installation was competitively bid on RFP-2001-KS. The project will be funded from the capital budget.

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

8.1.3 Lease of Vehicles

Authorization is requested to contract with Enterprise Fleet Management, Inc. (Clayton, MO) in the amount of \$810,000 for the lease and maintenance of twenty-four (24) vehicles for a period of five (5) years. The vehicles will consist of four (4) vans for use by Student Life, ten (10) vehicles for use by Campus Police, and ten (10) trucks for use by Physical Facilities. The lease will be made under consortium contract. The lease will be funded from the general budget.

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

8.2 Monthly Financial Report

8.2.1 Financials for October 2019

- Revenue Dashboard
- Expense Dashboard
- Cash Management and Accounts Receivable Dashboard
- Capital Projects Summary

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

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

[Attachment 8.2.1: October 2019 Financials](#)

9. **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]

10. **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.

11. **President's Report and Possible Discussion**

Presented by President Goodson and Nicole Burgin, Media Relations Manager

11.1 Overview of President's Highlights

- TCC Faculty Awarded Research Grants
 - Dusti Sloan, Mark Swanson, Mona Easterling, Neil Enis, Mary Phillips, and Eric Butson
- 2019 Holiday Card Design Winner
 - Caleh Trexler
- Tulsa Transfer Project Released Regional Report
- Tulsa Fire Training Center and TCC Host Regional Training
- TCC Continuing Education and Osage Nation Host 2019 Public Safety Drone Conference
- Veteran's Day Celebrations
- TCC's Public-Good Reads Initiative

- TCC Debate Team Wins Tournament
- President Goodson Featured in Newsmakers
- Tulsa Run Challenge
- Ginnie Graham: Woman Gave Birth at 13 But Persisted to Become Nurse, Homeowner by 31
- Letters to the Editor
 - Letter to the Editor: Christian Brothers Automotive Showing Selfless Generosity
 - Letter to the Editor: An Emotional, Beautiful Evening Hearing Sounds and Stories from Ernie Fields Jr.
- TCC Raised More Than \$60k for United Way
- Oklahoma Association of Community College Awards
- TCC Received Leadership Tulsa Award

11.2 Comments on Previous Agenda Items

12. 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.]

12.1 Confidential Report by College Legal Counsel Concerning Pending Litigation, Investigations, Claims, or Actions.

Motion for Approval to Recess: _____
Second Motion for Approval: _____

Motion for Approval to Reconvene: _____
Second Motion for Approval: _____

13. Adjournment

13.1 Next Meeting Date: The next meeting of the Tulsa Community College Board of Regents will be held on Thursday, January 16, 2019 at the Northeast Campus, 3727 E Apache, Tulsa, Bldg. 1, Boardroom AB145, beginning with a 2:00 working Board meeting that will be followed by a 3:00 regular Board meeting.

Tulsa Community College
 Changes in Academic Program
 November 2019

[Back to Agenda Item](#)

Program		Description of Change
Pre-Professional Health Sciences AS Pre Medical Imaging	Modify Program	<p>Course removed from program: SOCI 1113 Introduction to Sociology</p> <p>Courses added to the program: BIOL 1604 Zoology moved from a required course to a recommended elective. The Pre-Professional Health Sciences AS, Pre-Medical Imaging Option is intended to help transfer-bound students satisfy multiple 1000- and 2000-level course prerequisites for the Nuclear Medicine Technology, Radiography, Radiation Therapy, and Sonography programs at the University of Oklahoma. The degree plan currently includes SOCI 1113 (Introduction to Sociology), although this course is not required by OU. Additionally, students are currently required to take both BIOL 1224 (Introduction to Biology for Majors) and BIOL 1604 (Zoology). OU requires BIOL 1224, but as of summer 2019, will no longer accept BIOL 1604 for their program. Therefore we propose to eliminate SOCI 1113 and BIOL 1604 as required courses in our degree plan. The courses will be replaced with 6 additional elective hours (reducing the total hours from 61 to 60). BIOL 1604 listed as a recommended elective will be useful to transfer students.</p> <p>Program hours are reduced from 61 to 60. See attached handout.</p>
Pre-Nursing AS	Modify Program	<p><u>Course added to the program:</u> CHEM 1114 Principles of Chemistry as an option between CHEM 1315 General Chemistry I or CHEM 1114 Principles of Chemistry. COLL 1003 as a recommended elective.</p> <p>Number of hours for the program remain the same. See attached handout.</p>

Pre-Professional Health Sciences AS Pre-Veterinary Medicine Option	Modify Program	<p><u>Courses added to the curriculum:</u> MATH 2523 Calculus for Business, Life, and Social Science.</p> <p>The Pre-Professional Health Sciences AS, Pre-Veterinary Medicine Option is intended to help transfer-bound students satisfy multiple 1000- and 2000-level course prerequisites for the Doctor of Veterinary Medicine program at the OSU Center for Veterinary Health Science (the only Veterinary Medicine school in the state of Oklahoma). In our AS program, students are currently given an option to choose between MATH 2193 (Elementary Statistics) and MATH 2523 (Calculus for Business, Life, and Social Sciences). The OSU DVM program currently requires MATH 2193, but no longer accepts MATH 2523. We therefore propose the elimination of MATH 2523 as a choice in our program in order to ensure that our students take the MATH course currently required by OSU.</p> <p>Number of hours for the program remain the same. See attached handout.</p>
Radiography, AAS	Modify Program	<p>The program modified content of some courses. As result one course changing from 3 hour to 2 hour course.</p> <p>Program will change from 70 to 69 credit hours. See attached handout.</p>
Pre-Professional Health Sciences AS, Pre-Physical Therapy	Modify Program	<p>Changing Science requirements from 29 to 25 and Recommended Electives from 1-5. This is because OU and Langston have different requirements for the PT program. This change allows students to take the requirements they need for the program they plan to attend.</p> <p>The number of hours for the program will remain the same. See attached handout.</p>
Biotechnology, CER	Suspend Program	<p>Suspending the certificate program because the Biotechnology industry has not become prevalent in the Tulsa area. Over the next three years, a plan will be devised to re-instate the program if industry partners become available.</p>

Biotechnology, AS	Modify Program	<p>The Biotech AS program currently has three articulation agreements that outline successful transfer of the biotech courses. However, increasing the number of articulations has been problematic due to the unique courses offered in biotech, often there is no transfer equivalent. The proposed program changes will reduce the number of specialized courses that must be accommodated into new agreements, and reduce the number of courses that may not transfer if a student decides to attend a program/university that does not articulate with the Biotech AS.</p> <p>Courses deleted from program: BIOT 1314 Biotechnology Laboratory Methods and Techniques BIOT 2101 Biotechnology Quality Assurance</p> <p>Courses added to program: Several Science classes listed to a controlled electives option Also making all specialized courses require a C or better.</p> <p>Number of hours will change from 62 to 60. See attached handout.</p>
Pre-Professional Health Sciences AS, Pre Occupational Therapy	Modify Program	<p><u>Course removed from program:</u> BIOL 1604 Zoology</p> <p><u>Courses added to the program:</u> SOCI 1113 Introduction to Sociology</p> <p>The Pre-Professional Health Sciences AS, Pre-Occupational Therapy Option is intended to help transfer-bound students satisfy multiple 1000- and 2000-level course prerequisites for the Master of Occupational Therapy at the University of Oklahoma and NSU. Additionally, students are currently required to take both BIOL 1224 (Introduction to Biology for Majors) and BIOL 1604 (Zoology), although the combination of both courses is not required by either OU or NSU.</p> <p>Program hours are reduced from 61 to 60. See attached handout.</p>
Occupational Therapy Assistant, AAS	Modify Program	<p>Courses deleted from the program: OCTA 1292 Introduction to OT</p> <p>Courses added to the program: OCTA 2375 Fieldwork Level IIA OCTA Fieldwork Level IIB (was OCTA 2356)</p> <p>Hours for the program went down from 67 to 63. See attached handout.</p>

Respiratory Care, AAS	Modify Program	Applicants to the program will need to have a min GPA of 2.5, take and pass the ATI TEAS admission exam, and have completed BIOL 1314 Anatomy and Physiology with a grade of "C" or better prior to application deadline. Also increasing the total number of credit hours for the program by two. This change from 69 to 71 credit hours will help enable the program the ability to meet new demands from the change in accreditation standards that will be effective January 2020. See attached handout.
Diagnostic Medical Sonography, AAS	Modify Program	Sonography will change one of the requirements for admission into the program. The change is the ACT score used for admission in the program must have been completed within the past five years of the application date.
Manufacturing Production Technician I, Certificate	New Program	New certificate that is the first stackable credential for the AAS in Engineering Technology. The certificate will be 17 hours and the courses are aligned with the Manufacturing Skills Standards Council's Certified Production Technician (CPT) credential. See attached handout.
Manufacturing Production Technician II, Certificate	Modify Program	Changing the name of the certificate to Manufacturing Production Technician II. This will be the second stackable credential on the Engineering Technology AAS path. This certificate will broaden student knowledge in the areas of leadership and more advanced manufacturing principles, preparing them for leadership roles and more advanced job functions. This also changes the certificate from 20 to 29 credit hours.
Quality and Inspection Technician I, Certificate	New Program	New certificate that is the first stackable credential for the AAS in Engineering Technology. The certificate will be 17 hours and the courses are aligned with non destructive testing and quality. See attached handout.
Aerospace Drafting, Certificate	New Program	New certificate that is a stackable credential in the AAS in Engineering Technology. The certificate will be 16 hours and the courses align to prepare entry level drafters with the skills to design complex aerospace components in the most commonly used drafting programs in the industry. See attached handout.
Engineering Technology, AAS	Modify Program	Modifying program to create several stackable credentials for the degree. The degree will change from 62-63 hours to 60-62 hours. See attached handout.
Quality Technology, Certificate	Modify Program	Changing the name to Quality Inspection Technician II. This change will make Quality and Inspection certificates stackable and will change the curriculum to ensure that entry level courses fall in QIT I and more advanced courses fall in QIT II so that the students gain the skills necessary through each certificate to move into increasingly higher paying jobs. The certificate will change from 27 to 32 credit hours. See attached handout.
AutoCAD User, Certificate	New Program	New certificate that is a stackable credential in the AAS in Engineering Technology. The certificate will be 16 hours and allows students to enter the field of drafting early in their educational journey. See attached handout.

Industrial Maintenance Technician, Certificate	New Program	New certificate that is a stackable credential in the AAS in Electronics Technology. The certificate will be 16 credit hours and the courses are aligned with industrial maintenance in the Aerospace and Defense sector. See attached handout.
Electronics Technology AAS, Electronics Technologist Option	Modify Program	This change will incorporate a new course in industrial robotics and will group together courses to form a new area of emphasis in industrial maintenance. By adding the new course the Industrial Maintenance Technician certificate will be embedded in to the Electronics AAS degree. The number hours will increase from 60-61 to 60-63 See attached handout.
Information Technology Certificate, System Support Tech Option	Delete Program Option	Deletion of the option because of persistent low enrollment and certificate completion rates indicate a need for a certificate option better aligned with industry.
Information Technology Certificate, Network and Cloud Computing	Delete Program Option	Deletion of the option because of persistent low enrollment and certificate completion rates indicate a need for a certificate option better aligned with industry.
Information Technology AAS, Networking and Cloud Computing Option	Delete Program Option	Deletion of the option because of persistent low enrollment and certificate completion rates indicate a need for a degree option better aligned with industry.
Information Technology Certificate, Programming Option	Delete Program Option	Deletion of the option because of persistent low enrollment and certificate completion rates indicate a need for a certificate option better aligned with industry.
Information Technology Certificate, Business Application Specialist Option	Modify Program	Courses deleted from the program: CSCI 1263 Network Fundamentals CSCI 2043 Access CSYS 1013 HTML and CSS CSYS 1203 Introduction to Computer Programming. This program will reduce its hours from 27 to 18. See attached handout.
Digital Media, AAS	Modify Program	Program changes include many new courses to the program as well as several course name changes. These changes include improvements evolved out of discourse with graduates, workforce advisors, and the assessment process. These changes will better support student learning, pedagogy, and academic advising. New Courses Added: *DGMD 1013: Introduction to Graphic Design *DGMD 2263: Digital Illustration Studio *DGMD 2513: Interaction Design Studio 2 *DGMD 2453: Print Design Studio The program hours will change from 61 to 60. See attached handout.

Theatre, AA	Modify Program	Moving Stage Management from an Elective to a major requirement. The number of hours remain the same. See attached handout.
Applied Technology, AAS	New Program	<p>In order to be eligible for enrollment into this degree program, students must have completed an eligible program of study at an Oklahoma Department of Career & Technology Education (OK Career Tech) Center, earn industry recognized credential(s) related to the program of study approved by TCC, and align to a high demand occupation in the Tulsa Metro Service Area.</p> <p>This program is designed to provide students who have obtained working knowledge, skills, and competencies through the OK Career Tech system, an opportunity to complete an individualized program of study to fulfill a unique career goal by combining general education with specific technical knowledge and skills in preparation for employment or career advancement.</p> <p>The program will be 60 credit hours. See attached handout.</p>
Digital Media, Certificate	Modify Program	<p>Program changes include many new courses to the program as well as several course name changes. These changes include improvements evolved out of discourse with graduates, workforce advisors, and the assessment process. These changes will better support student learning, pedagogy, and academic advising.</p> <p>New Courses Added:</p> <ul style="list-style-type: none"> *DGMD 1013: Introduction to Graphic Design *DGMD 2263: Digital Illustration Studio *DGMD 2513: Interaction Design Studio 2 *DGMD 2453: Print Design Studio <p>The program hours will remain the same. See attached handout.</p>
Paralegal, AA	Modify Program	Changing MATH from MATH 1513 to MATH 1473. See attached handout.

Vet Tech, AAS	Modify Program	The vet tech program modified many courses in the program. Many courses changed number of hours. The number of required hours for the program has remained the same. See attached handout.
Certificate, Private Pilot	New Program	New program that will award a credential for a private pilot. The certificate is 5 credit hours. See attached handout.
Certificate, Commercial Pilot	New Program	New program that will award a credential for a commercial pilot. The certificate is 7 credit hours. See attached handout.
Certificate, Flight Instructor	New Program	New program that will award a credential for a commercial pilot. The certificate is 5 credit hours. See attached handout.
Enterprise Development, AS	Modify Program	Have a minimum of 2.0 graduation/retention GPA in past college course work. A provisional admission status may be granted to a student with a minimum 1.70 graduation/retention GPA, provided that an institutional review was conducted to determine whether the student could attain the requisite 2.0 graduation/retention GPA at the completion of all required coursework. Admission made under this provision must be reviewed and approved by the chief academic officer and reported to the Reach Higher Manager during the semester of admission. Reporting on the student's progress may be required. Satisfy all institutional requirements for completion of remedial coursework. A provisional admission status may be granted to a student not meeting this standard, however, all remedial coursework must be completed within 24 credit hours earned or within the first two semesters of enrollment in the Reach Higher program. Admission made under this provision must be reviewed and approved by the chief academic officer and reported to the Reach Higher Manager during the semester of admission. Reporting on the student's progress may be required.

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

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

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

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

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

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

Institution:	Course Number(s)	Assessed	New Fee	Fee \$ Current	Fee \$ Proposed	Fee \$ Change	Fee % Change	New Revenue FY21	Total Revenue FY21	Consequences if fee is not approved:	Comments:
Name of Fee											
Special Instruction Fees											
Nursing Clinical Tracker Fee	NURS 1211, NURS 2213, NURS 2442	Per Course	Yes	0.00	20.00	20.00	100%	3,200	3,200	College will absorb expense.	This is a software fee required by the local hospitals to secure students clinical assignments. This allows hospitals to know which students are where in their facilities.
Nursing Assessment Fee, Traditional Track	NURS 1113, NUJRS, 2213, NURS 2243, NURS 2444	Per Course	No	100.00	77.50	-22.50	-23%	-7,200	-7,200	College will absorb expense.	
Nursing Assessment Fee, Career Mobility Track	NURS 1212, NURS 2352, NURS 2444	Per Course	No	130.50	103.00	-27.50	-21%	-3,300	-3,300	College will absorb expense.	
Veterinary Technology Vaccination Fee (Rabies)	VETT 1183	Per Course	No	960.00	1,000.00	40.00	4%	11,200	30,000	College will absorb expense.	The current fee no longer covers TCC costs. This is a one time fee to cover student pre-exposure, prophylaxis with rabies vaccine.
OSHA Card Fee	ENGT 1513	Per Course	Yes	0.00	33.00	33.00	100%	990	990	College will absorb expense.	Proposed fee will find student OSHA cards and safety materials.
Respiratory clinical software	RESP 2102	Per Course	Yes	0.00	104.00	104.00	100%	2,704	2,704	Student will pay out of pocket.	This fee is for computer software program to help students prepare for their clinical board exam.
Respiratory Clinical tracking fee	RESP 1414	Per Course	Yes	0.00	130.00	130.00	100%	3,380	3,380	Student will pay out of pocket.	This fee is for a clinical tracker of the student. This is required for accreditation of the program.
Respiratory NBRC Review fee	RESP 2452	Per Course	Yes	0.00	295.00	295.00	100%	7,670	7,670	Student will pay out of pocket.	This is a fee for a review in preparation of for successful completion of both the Therapist multiple choice and clinical simulation examinations at the advanced level.
Fabrication Lab Fee	ENGT 1213	Per Course	Yes	0.00	100.00	100.00	100%	2,500	2,500	College will absorb expense.	This fee will cover consumable materials used by students in design and fabrication of their student projects.
MSSC Testing Fee	ENGT 1513, ENGT 1313, ENGT 1543, QCTT 1313/ENGT 1523	Per Course	Yes	0.00	55.00	55.00	100%	6,600	6,600	College will absorb expense.	The proposed fee will pay for student membership in the manufacturing skills standard council certified productions technician program which is required to be able to test for industry certification as a Certified Production Technician
Professional Pilot: Multi Engine Aircraft, Flight and Instruction , Dual	AVST 2182, AVST 2181	Per Use	No	320.00	350.00	30.00	9%	750	8,750	College will absorb expense.	The fee increase will adjust to the aircraft rate and account for the increase in aircraft hourly lease.
Professional Pilot: Single Engine Aircraft, Flight and Instruction , Dual	AVST 1222, 2132, 2181, 1232, 2162, 2182, 2442	Per Use	No	189.00	214.00	25.00	12%	1,250	10,700	College will absorb expense.	The fee increase will adjust to the aircraft rate and account for the increase in aircraft hourly lease.
Professional Pilot: Single Engine Aircraft, Flight and Instruction , Solo	AVST 2182, AVST 2181	Per Use	No	164.00	169.00	5.00	3%	125	4,225	College will absorb expense.	The fee increase will adjust to the aircraft rate and account for the increase in aircraft hourly lease.
Classroom/Laboratory Supply and Material Fees											

Dental Hygiene	DHYG 1373	Per Course	No	20.00	0.00	-20.00	-100%	0	-280		This fee increase helps cover class materials and equipment for student use.
Dental Hygiene	DHYG 1013	Per Course	No	0.00	20.00	20.00	100%	280	280	College will absorb the cost	This fee increase helps cover class materials and equipment for student use.
Science	BIOT 2513	Per Course	No	0.00	22.00	22.00	100%	264	264	College will absorb the cost	This fee increase helps cover class materials and equipment for student use.
Art	ART 1013, 1023, 1033, 1083, 1123, 1133, 2083, 2093, 2143, 2153, 2263, 2273, 2283, 2413, 2423, 2503, 2853	Per Course	No	12.00	20.00	8.00	40%	1,856	4,640	College will absorb the cost	This fee increase helps cover class materials and equipment for student use.
Electronics	ELET 2232	Per Course	No	0.00	12.00	12.00	100%	360	360	College will absorb the cost	This fee increase helps cover class materials and equipment for student use.
Drafting	DRFT 2543	Per Course	No	0.00	12.00	12.00	100%	240	240	College will absorb cost	This fee helps cover class materials and equipment for student use.

ADDENDUM FOR PERSONNEL CONSENT ITEMS:

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

APPOINTMENT:

None.

RETIREMENT(S):

None.

RESIGNATION:

Crystal Longshore, Assistant Professor Radiography, School of Allied Health
Metro Campus

Date: December 18, 2019

TULSA COMMUNITY COLLEGE
FINANCIAL REPORT
MONTH ENDING OCTOBER 2019

TULSA COMMUNITY COLLEGE
STATEMENT OF REVENUE AND EXPENDITURES COMPARISON
FOR THE PERIOD ENDING OCTOBER 31, 2019 AND OCTOBER 31, 2018

	OCTOBER FY20			OCTOBER 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	\$ 11,796,428	38.4%	\$ 28,472,980	\$ 10,617,520	37.3%	\$ 1,178,908	11.1%
Revolving Fund	2,443,055	1,327,374	54.3%	2,420,770	1,549,117	64.0%	(221,743)	-14.3%
Resident Tuition	31,303,381	16,112,886	51.5%	30,907,268	15,930,745	51.5%	182,141	1.1%
Non-Resident Tuition	2,389,331	1,367,149	57.2%	2,338,686	936,713	40.1%	430,436	46.0%
Student Fees	6,370,948	3,352,778	52.6%	6,492,984	2,701,743	41.6%	651,036	24.1%
Local Appropriations	44,331,250	11,000,000	24.8%	42,330,000	9,000,000	21.3%	2,000,000	22.2%
Total	\$ 117,525,952	\$ 44,956,616	38.3%	\$ 112,962,688	\$ 40,735,838	36.1%	\$ 4,220,778	10.4%
Auxiliary Enterprises								
Campus Store	\$ 575,000	\$ 12,886	2.2%	\$ 600,000	\$ 1,095,939	182.7%	\$ (1,083,053)	-98.8%
Student Activities	2,433,000	1,049,011	43.1%	2,509,935	1,024,894	40.8%	24,118	2.4%
Other Auxiliary Enterprises	5,650,750	2,736,815	48.4%	4,790,065	1,615,578	33.7%	1,121,237	69.4%
Total	\$ 8,658,750	\$ 3,798,711	43.9%	\$ 7,900,000	\$ 3,736,410	47.3%	\$ 62,301	1.7%
Restricted								
Institutional Grants	\$ 5,939,000	\$ 1,852,518	31.2%	\$ 5,978,380	\$ 1,734,699	29.0%	\$ 117,820	100.0%
State Student Grants	4,092,000	1,414,781	34.6%	3,241,460	1,652,598	51.0%	(237,817)	-14.4%
Total	\$ 10,031,000	\$ 3,267,299	32.6%	\$ 9,219,840	\$ 3,387,296	36.7%	\$ (119,997)	-3.5%
Capital								
Construction - State (295)	\$ 2,075,000	\$ 552,434	26.6%	\$ 1,325,000	\$ 348,800	26.3%	\$ 203,634	58.4%
Construction - Non State (483)	13,000,000	6,423,455	49.4%	10,000,000	153,936	1.5%	6,269,519	100.0%
Total	\$ 15,075,000	\$ 6,975,889	46.3%	\$ 11,325,000	\$ 502,736	4.4%	\$ 6,473,153	1287.6%
TOTAL REVENUE	\$ 151,290,702	\$ 58,998,515	39.0%	\$ 141,407,528	\$ 48,362,280	34.2%	\$ 10,636,236	22.0%
Expenditures								
Education & General								
Instruction	\$ 48,696,335	\$ 12,665,180	27.4%	\$ 50,540,904	\$ 11,835,623	23.4%	\$ 829,557	7.0%
Public Service	689,779	39,515	5.7%	646,147	38,739	6.0%	775	2.0%
Academic Support	20,291,648	5,625,598	26.4%	19,834,795	4,623,501	23.3%	1,002,097	21.7%
Student Services	11,691,336	2,951,571	22.9%	9,726,738	3,208,344	33.0%	(256,773)	-8.0%
Institutional Support	12,795,834	5,847,200	45.0%	12,237,837	5,152,698	42.1%	694,502	13.5%
Operation/ Maintenance of Plant	15,760,627	5,449,240	34.2%	15,524,519	5,564,554	35.8%	(115,314)	-2.1%
Tuition Waivers	4,400,000	2,092,837	47.6%	4,074,000	1,448,581	35.6%	644,257	44.5%
Scholarships	5,100,000	2,186,455	42.9%	4,795,000	1,981,884	41.3%	204,571	10.3%
Total	\$ 119,425,559	\$ 36,857,596	30.9%	\$ 117,379,940	\$ 33,853,924	28.8%	\$ 3,003,672	8.9%
Auxiliary Enterprises								
Campus Store	\$ 131,250	\$ 54,684	41.7%	\$ 131,350	\$ -	0.0%	\$ 54,684	100.0%
Student Activities	4,513,000	951,492	21.1%	4,209,935	727,090	17.3%	224,402	30.9%
Other Auxiliary Enterprises	8,310,750	1,719,527	20.7%	4,658,715	1,217,211	26.1%	502,316	41.3%
Total	\$ 12,955,000	\$ 2,725,703	21.0%	\$ 9,000,000	\$ 1,944,301	21.6%	\$ 781,402	40.2%
Restricted								
Institutional Grants	\$ 5,939,000	\$ 1,857,758	31.3%	\$ 5,978,380	\$ 1,723,049	28.8%	\$ 134,710	7.8%
State Student Grants	4,092,000	1,426,545	34.9%	3,241,460	1,477,306	45.6%	(50,761)	-3.4%
Total	\$ 10,031,000	\$ 3,284,303	32.7%	\$ 9,219,840	\$ 3,200,355	34.7%	\$ 83,948	2.6%
Capital								
Construction - State (295)	\$ 2,075,000	\$ 393,332	19.0%	\$ 1,325,000	\$ 109,428	8.3%	\$ 283,904	259.4%
Construction - Non State (483)	13,000,000	3,949,953	30.4%	10,000,000	167,733	1.7%	3,782,220	100.0%
Total	\$ 15,075,000	\$ 4,343,285	28.8%	\$ 11,325,000	\$ 277,160	2.4%	\$ 4,066,125	1467.1%
TOTAL EXPENDITURES	\$ 157,486,559	\$ 47,210,887	30.0%	\$ 146,924,780	\$ 39,275,740	26.7%	\$ 7,935,147	20.2%

TULSA COMMUNITY COLLEGE
EXPENDITURE SUMMARY BY CATEGORY
FOR THE PERIOD ENDING OCTOBER 31, 2019 AND OCTOBER 31, 2018

	OCTOBER FY20			OCTOBER 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	\$ 4,753,862	24.1%	\$ 18,078,150	\$ 4,224,112	23.4%	\$ 529,750	12.5%
Adjunct Faculty	10,100,000	3,155,819	31.2%	10,000,000	3,275,740	32.8%	(119,922)	-3.7%
Professional	11,847,285	3,806,648	32.1%	10,337,866	3,491,225	33.8%	315,423	9.0%
Classified Exempt	5,315,122	984,260	18.5%	4,955,733	1,041,507	21.0%	(57,247)	-5.5%
Classified Hourly	16,831,220	4,683,678	27.8%	15,693,153	4,295,278	27.4%	388,400	9.0%
TOTAL	\$ 63,798,612	\$ 17,384,266	27.2%	\$ 59,064,902	\$ 16,327,861	27.6%	\$ 1,056,405	6.5%
Staff Benefits	\$ 23,074,448	\$ 6,805,060	29.5%	\$ 21,492,788	\$ 6,339,788	29.5%	465,272	7.3%
Professional Services	2,783,700	924,344	33.2%	2,848,500	691,187	24.3%	233,157	33.7%
Operating Services	17,107,400	6,068,696	35.5%	16,666,550	6,074,739	36.4%	(6,042)	-0.1%
Travel	586,400	136,714	23.3%	683,700	99,438	14.5%	37,276	37.5%
Utilities	1,700,000	505,538	29.7%	1,739,500	508,940	29.3%	(3,401)	-0.7%
Tuition Waivers	4,400,000	2,092,837	47.6%	4,074,000	1,448,581	35.6%	644,257	44.5%
Scholarships	5,100,000	2,186,455	42.9%	4,795,000	1,981,884	41.3%	204,571	10.3%
Furniture & Equipment	875,000	753,684	86.1%	6,015,000	381,505	6.3%	372,179	97.6%
TOTAL	\$ 119,425,560	\$ 36,857,596	30.9%	\$ 117,379,940	\$ 33,853,924	28.8%	\$ 3,003,672	8.9%
CAMPUS STORE								
Bond Principal and Expense	131,250	54,684	41.7%	-	-	0.0%	54,684	100.0%
TOTAL	\$ 131,250	\$ 54,684	41.7%	\$ -	\$ -	0.0%	\$ 54,684	100.0%
STUDENT ACTIVITIES								
Salaries & Wages								
Professional	\$ 241,000	\$ 92,284	38.3%	\$ 220,000	\$ 114,739	52.2%	\$ (22,455)	-19.6%
Classified Hourly	1,150,000	297,240	25.8%	1,100,000	236,637	21.5%	60,603	25.6%
Total Salaries & Wages	\$ 1,391,000	\$ 389,524	28.0%	\$ 1,320,000	\$ 351,376	26.6%	\$ 38,148	10.9%
Staff Benefits	\$ 592,000	\$ 155,607	26.3%	\$ 500,000	\$ 141,060	28.2%	\$ 14,546	10.3%
Professional Services	85,000	100,363	118.1%	90,000	19,733	21.9%	80,630	408.6%
Operating Services	545,000	197,832	36.3%	564,000	200,179	35.5%	(2,347)	-1.2%
Travel	70,000	7,247	10.4%	75,000	9,041	12.1%	(1,793)	-19.8%
Furniture & Equipment	1,780,000	100,918	5.7%	1,700,000	1,890	0.1%	99,028	5239.6%
Items for Resale	50,000	-	0.0%	51,000	3,810	7.5%	(3,810)	-100.0%
TOTAL	\$ 4,513,000	\$ 951,492	21.1%	\$ 4,300,000	\$ 727,090	16.9%	\$ 224,402	30.9%
OTHER AUXILIARY ENTERPRISES								
Salaries & Wages								
Professional	\$ 70,000	\$ 11,461	16.4%	\$ 60,000	\$ 20,333	33.9%	\$ (8,873)	-43.6%
Adjunct Faculty	200,000	109,287	54.6%	175,000	67,273	38.4%	42,014	62.5%
Classified Hourly	300,000	62,380	20.8%	300,000	79,896	26.6%	(17,516)	-21.9%
Total Salaries & Wages	\$ 570,000	\$ 183,127	32.1%	\$ 535,000	\$ 167,503	31.3%	\$ 15,624	9.3%
Staff Benefits	\$ 100,000	\$ 21,556	21.6%	\$ 90,000	\$ 25,414	28.2%	\$ (3,858)	-15.2%
Professional Services	500,000	342,568	68.5%	340,000	88,088	25.9%	254,480	288.9%
Operating Services	2,500,000	797,166	31.9%	1,550,000	607,553	39.2%	189,613	31.2%
Travel	100,000	17,657	17.7%	50,000	4,403	8.8%	13,254	301.0%
Utilities	650,000	204,346	31.4%	650,000	207,551	31.9%	(3,205)	-1.5%
Scholarship & Refunds	10,000	5,670	56.7%	4,000	-	0.0%	5,670	100.0%
Bond Principal and Expense	1,115,000	54,684	4.9%	1,450,000	109,428	7.5%	(54,744)	-50.0%
Furniture & Equipment	2,764,750	92,754	3.4%	30,000	7,273	24.2%	85,482	1175.4%
Items for Resale	1,000	-	0.0%	1,000	-	0.0%	-	0.0%
TOTAL	\$ 8,310,750	\$ 1,719,528	20.7%	\$ 4,700,000	\$ 1,217,211	25.9%	\$ 502,317	41.3%
CAPITAL								
Construction - State (295)	\$ 2,075,000	\$ 393,332	19.0%	\$ 1,325,000	\$ 109,428	8.3%	\$ 283,904	259.4%
Construction - Non State (483)	13,000,000	3,949,953	30.4%	10,000,000	167,733	1.7%	3,782,220	2254.9%
TOTAL	\$ 15,075,000	\$ 4,343,285	28.8%	\$ 11,325,000	\$ 277,160	2.4%	\$ 4,066,125	1467.1%