TULSA COMMUNITY COLLEGE
Regular Meeting of the Tulsa Community College
Board of Regents
Thursday, October 15, 2015
Metro Campus, Room 617
909 South Boston
Tulsa, Oklahoma
3:00 p.m.

AGENDA

I. ROLL CALL
   A. Roll Call

II. OLD BUSINESS
   A. Approval of the Minutes for the Regular Meeting of the Tulsa Community
      College Board of Regents held on Wednesday, September 9, 2015.
   B. Carry Over Items

III. NEW BUSINESS
   A. Informative Report
      1. TCC in the News
      2. Verbal Report
   B. Academic & Policy Report
      1. Changes in Academic Programs
      2. Recommendation for Authorization of TCC Board of Regents’ Academic and
         Policy Committee to Update Titles and/or Names in TCC Board Policies
      3. Recommendation for Approval of a Revision and Retitling of the Retirement
         Supplement Program and Incentive Match Policy
      4. Recommendation for Approval of a New Policy to Provide a 457(b)
         Retirement Plan for Tulsa Community College Employees
   C. Community Relations Report
   D. Personnel Report
      1. Information Items
III. NEW BUSINESS (continued)

2. Consent Agenda
   a. Recommendation for Approval of Professional Staff Appointments
   b. Resignation of Professional Staff Member
   c. Faculty Reclassifications

3. Recommendation for Approval of Early Notice Incentive Program

E. Construction & Parking Report

F. Financial Report

1. Recommendation Regarding Purchase Item Agreements
   a. Purchase of Store Fixtures
   b. Lease of Microcomputers

2. Approval of the Agreement for the Local Development Act-Tax Exemption between the City of Tulsa and Tulsa Community College for apartments at 522 S Boston, The Meridia, LLC

3. Approval of the Agreement for the Local Development Act-Tax Exemption between the City of Tulsa and Tulsa Community College for Hampton Inn & Suites at 211 W 3rd Street, One Place Investment, LLC

4. Approval of the Agreement for the Local Development Act-Tax Exemption between the City of Tulsa and Tulsa Community College for Boutique Hotel at 400 S Boston, LLC

5. Approval of the Agreement for the Local Development Act-Tax Exemption between the City of Tulsa and Tulsa Community College for apartments at 420 E Archer Street, Woodland Park Associates


G. Other New Business

H. Persons Who Desire to Come Before the Board

Any person who desires to come before the Board shall notify the Board Chairman in writing at least twelve (12) hours before the meeting begins. The notification must advise the Chairman of the nature and subject matter of their remarks. All persons shall be limited to a presentation of not more than two minutes.
III. NEW BUSINESS (continued)

I. Executive Session
   [Proposed vote to go into executive session Pursuant to Title 25 Oklahoma Statutes, Section 307(B)(4), for confidential communications between a public body and its attorneys concerning pending investigations, claims or actions.]
   1. Confidential Report by College Legal Counsel Concerning Pending Litigation, Investigations and Claims.

IV. ADJOURNMENT

Next Meeting Date:

The next regular monthly meeting of the Tulsa Community College Board of Regents is scheduled for Thursday, November 19, 2015, 3:00 p.m., in Room 1315 of the Northeast Campus, 3727 East Apache, Tulsa, Oklahoma.
I. ROLL CALL
October 15, 2015

I. ROLL CALL

A. Roll Call of the Tulsa Community College Board of Regents

At the regular meeting of the Tulsa Community College Board of Regents held Thursday, October 15, 2015, at Metro Campus, the following attendance was recorded:

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<td>Larry D. Leonard, Chairman</td>
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<td>Martin D. Garber, Jr., Member</td>
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CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents  Secretary, TCC Board of Regents
II. OLD BUSINESS
Approval of the Minutes
October 15, 2015

II. Old Business

A. Approval of the Minutes for the Regular Meeting of the Tulsa Community College Board of Regents held on Wednesday, September 9, 2015.

It is the recommendation of the administration that the Minutes for the meeting of the Tulsa Community College Board of Regents held on Wednesday, September 9, 2015, be approved as presented.

MOTION: ___________________________
SECOND: __________________________

ROLL CALL VOTE:

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Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
II. OLD BUSINESS
Carry Over Items
October 15, 2015

B. Carry Over Items

CERTIFICATION:

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Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
III. NEW BUSINESS
Informative Report
October 15, 2015

III. New Business

A. Informative Report

1. TCC in the News

2. Verbal Report

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
III. NEW BUSINESS
Academic & Policy Report
October 15, 2015

B. Academic & Policy Report

1. Changes in Academic Programs

It is the recommendation of the Academic & Policy Committee that the following program changes be approved.

Program/Option Deletions/Suspensions:

- **International Language Certificate, Chinese option**: Delete option.
  Reason: Low enrollment and lack of full-time faculty.

- **International Language Certificate and Foreign Language AA, Russian option**: Delete option.
  Reason: Low enrollment and lack of full-time faculty.

(continued next page)

MOTION FROM ACADEMIC & POLICY COMMITTEE FOR APPROVAL

NO SECOND NEEDED

ROLL CALL VOTE:

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Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
III. NEW BUSINESS
Academic & Policy Report
October 15, 2015

1. Changes in Academic Programs (continued)

Other Program/Option Requirement Changes:

- **Foreign Language AA & Certificate, Japanese option**: Both programs: Add JAPN 2523 Intermediate Japanese Grammar and Composition to controlled electives. Delete JAPN 2033 Japanese Literature in Translation, JAPN 2041 Japanese Introduction to the Arts, and JAPN 2121 Intermediate Japanese from controlled electives. Certificate only: Move JAPN 2213 Intermediate Japanese II from controlled electives to required courses. Remove three hours of alternative languages from controlled electives. Increase total credit hours on certificate from 20 to 25. Reason: To create consistency between all language programs and to ensure that sufficient hours are being required in the target language to effectively meet ACTFL (American Council on the Teaching of Foreign Languages) learning outcome level standards.

- **Foreign Language AA & Certificate, German option**: Remove GRMN 2033 German Literature in Translation from controlled electives. Remove three hours of alternative languages from controlled electives (certificate only). No change in credit hours. Reason: Same as above.

- **Foreign Language AA & Certificate, French option**: Remove FREN 2033 French Literature in Translation from controlled electives. Remove three hours of alternative languages from controlled electives (certificate only). No change in credit hours. Reason: Same as above.

- **Foreign Language AA & Certificate, Spanish option**: Remove SPAN 2033 Spanish Literature in Translation from controlled electives. Remove three hours of alternative languages from controlled electives (certificate only). No change in credit hours. Reason: Same as above.

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Chairman, TCC Board of Regents                  Secretary, TCC Board of Regents
III. NEW BUSINESS
Academic & Policy Report
October 15, 2015

1. Changes in Academic Programs (continued)

- **Foreign Language AA & Certificate, Italian option:** Both programs: Remove ITAL 2033 Italian Literature in Translation from controlled electives. Certificate only: Move ITAL 2213 Intermediate Italian II to required courses. Remove three hours of alternative languages from controlled electives. Increase total credit hours on certificate from 20 to 25.
  Reason: Same as above.

- **Infant Toddler Certificate of Mastery:** Reduce Child Development elective course requirements to 15 hours. Decrease total credit hours from 21 to 18.
  Reason: Correction. Certificate was intended to be 18 total credit hours.

- **Child Development AAS:** Replace PHED 1113 Personal, School, and Community Health with CHLD 2613 Health Safety and Nutrition: Birth to Eight.
  Reason: CHLD 2613 has a specific focus on topics relevant to early care and education centers.

- **Child Development AS, NSU Human Sciences and Early Care option:** Formalize MATH 1473 Math for Critical Thinking as a MATH option. Replace CHLD 2023 Child Development and Parenting with CHLD 2113 Introduction to Child Care Management.
  No change in credit hours.
  Reason: To facilitate student transfer to NSU.

- **Cardiovascular Technology AAS:** Remove CVTC 1053 Rhythm Analysis and CVTC 2113 EKG Interpretation and change CVTC 1002 Introduction to Cardiovascular Technology to CVTC 1003. Total credit hours reduced from 73 to 68.
  Reason: Based on student feedback and faculty observation, the content of these two classes will be disbursed throughout other courses. There is not currently enough content to support an entire three-hour credit course for either course.
III. NEW BUSINESS
Academic & Policy Report
October 15, 2015

1. Changes in Academic Programs (continued)

- **Dental Hygiene AAS**: Increase BIOL 1323 Basic Microbiology by one-credit hour; delete CHEM 1114 Principles of Chemistry; and replace CHEM 1124 Introductory Organic and Biochemistry with CHEM 1134 General, Organic, and Biological Chemistry. Total credit hours reduced from 88 to 85.
  Reason: The Biology change will provide students with more experiential lab opportunities. The change in Chemistry requirements is based on research showing that students retain the information better in a combined General, Organic, and Biological Chemistry course.

- **Marketing AAS**: Replace CSYS 1063 Digital Image Editing with CSYS 1033 Adobe Photoshop in recommended electives. Replace CSYS 1013 HTML and CSS with MKTG/CSYS 2293 Social Media in Web Design & Marketing Emphasis. No change in credit hours.
  Reason: To update the program with more relevant course offerings based on industry need.

- **Information Technology AAS, Web Development option**: Remove CSCI 2163 Windows Operating System and add CSYS 2603 Mobile Web Design to required courses. Add CSYS/MKTG 1393 Web Design & Marketing and CSYS/MKTG 1443 Electronic Commerce as Controlled Electives. Remove CSYS 1153 Adobe Dreamweaver from Controlled Electives. No change in credit hours.
  Reason: To update the program with more relevant course offerings based on industry need.

- **Information Technology Certificate, Web Development option**: Remove CSCI 2163 Windows Operating System and add CSYS 2603 Mobile Web Design and CSYS 2873 Rails II. Increase total credit hours from 36 to 39.
  Reason: Same as above.

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Chairman, TCC Board of Regents                             Secretary, TCC Board of Regents
III.  NEW BUSINESS
Academic & Policy Report
October 15, 2015

1. Changes in Academic Programs (continued)

- **Information Technology AAS, Website Management option:** Required courses: Remove CSCI 1483 Introduction to Unix (Linux) and CSYS 1063 Digital Image Editing and add CSYS/MKTG 2293 Social Media, CSYS 2463 PHP Programming, and CSYS 2603 Mobile Web Design. Controlled electives: Remove CSCI 2163 Windows, CSCI 2043 Access, CSCI 2983 IT Internship, and MGMT 2123 Leadership Development and add CSYS 1033 Adobe Photoshop and CSCI 1483 Introduction to Unix (Linux). No change in credit hours.
  Reason: Same as above.

- **Information Technology Certificate, Website Management option:** Remove CSCI 1483 Introduction to Unix (Linux) and CSYS 1063 Digital Image Editing and add CSYS/MKTG 2293 Social Media, CSYS 2463 PHP Programming, and CSYS 2603 Mobile Web Design. Increase total credit hours from 27 to 30.
  Reason: Same as above.

- **Business AS, Management Information Systems option:** Add CSYS 2613 C# Programming to controlled electives. No change in credit hours.
  Reason: OSU requires this course as part of their transfer requirements.

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Chairman, TCC Board of Regents  Secretary, TCC Board of Regents
III. NEW BUSINESS
Academic & Policy Report
October 15, 2015

B. Academic & Policy Report

2. Recommendation for Authorization of TCC Board of Regents’ Academic & Policy Committee to Update Titles and/or Names in TCC Board Policies

After reviewing the Tulsa Community College’s Board of Regents’ policies, the Academic and Policy Committee and the administration recommend approval of updates to TCC Board policies and procedures.

Attached is a summary list of proposed changes that include items such as policy, position and department titles, in addition to combining and renumbering duplicate policies.

(attachment)

MOTION FROM ACADEMIC & POLICY COMMITTEE FOR APPROVAL

NO SECOND NEEDED

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents
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Professional Staff Development Administrative Procedures

Administrative Purchasing Committee

Authorization to Contract - Administrative Procedures

College-Owned Vehicle Responsibility

Safe Deposit Box

Signature Approvals

Petty Cash Fund

Orders to Leave College Facilities or Grounds

Information Security and Confidentiality - Administrative Procedures
B. Academic & Policy Report

3. Recommendation for Approval of a Revision and Retitling of the Retirement Supplement Program and Incentive Match Policy

The Academic & Policy Committee recommends the approval of a retitling of the Retirement Supplement Program and Incentive Match to 403(b) Retirement Plan with Incentive Match, and a policy revision to include a fourth amendment to the Tulsa Community College 403(b) Retirement Plan.

Attachment 1: the current Retirement Supplement Program and Incentive Match Policy
Attachment 2: the proposed 403(b) Retirement Plan with Incentive Match Policy
Attachment 3: the proposed fourth amendment to the Tulsa Community College 403(b) Retirement Plan

MOTION FROM ACADEMIC & POLICY COMMITTEE FOR APPROVAL

NO SECOND NEEDED

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents
Retirement Supplement Program and Incentive Match

Tulsa Community College will provide a Retirement Supplement Program and Incentive Match for employees through the Tulsa Community College 403(b) Retirement Plan ("Plan") in accordance with the following:

1. Participation in the Plan is voluntary. Effective January 1, 2009, participants will be permitted to invest only in funds that are available on the Plan’s recordkeeping platform and which are selected as the Plan’s investment options by the Plan’s outside investment advisor. Participants will, however, be permitted to choose among such investment options, including an option to utilize a self-directed brokerage “window.”

2. The Plan meets the following requirements:
   
   (a) The carrier of the plan is licensed by the State of Oklahoma to sell tax sheltered annuities pursuant to Okla. Stat. tit. 70, § 6-101.1; and

   (b) The Plan meets the requirements of Section 403(b) of the Internal Revenue Code.

3. All employees except “student-employees” are eligible to make voluntary, pre-tax or post-tax, Roth, salary reduction contributions to the Plan effective as of the first day of employment. For purposes of this paragraph, student-employees are those employees who are enrolled and regularly attending classes at Tulsa Community College while also providing service to the College through the Federal Work-Study Program.

4. An incentive match will be provided under the Plan for employees who meet all of the following criteria:

   (a) Employees must be employed full-time at Tulsa Community College. In the case of Professional Staff (faculty and administration), “full-time” means being employed pursuant to a full-time contract with the College. In the case of other staff employees, “full-time” means being scheduled to normally work 40 hours a week, 52 weeks a year, for the College.

   (b) Employees must be currently enrolled members of Teachers’ Retirement System of Oklahoma and Social Security.

   (c) Effective September 1, 1977, an incentive match will only be made for employees who have performed two (2) years of full-time, continuous service for the College.
5. The incentive match is three percent (3%) of the employee's full-time base salary (as determined by Tulsa Community College) for a pay period, provided the employee voluntarily contributes at least one percent (1%) of his/her full-time base salary for such pay period.

For this purpose, full-time base salary does not include overtime pay or pay from additional assignments such as teaching overload and summer school classes.

6. All salary reduction contributions (including post-tax, Roth, salary reduction contributions) and incentive match contributions shall be 100% vested at all times.

7. The Retirement Supplement Program and Incentive Match will be reviewed prior to the end of each fiscal year and a recommendation will be made by the administration prior to the beginning of the next fiscal year to the Tulsa Community College Board of Regents concerning the feasibility of continuing the Retirement Supplement Program and Incentive Match or concerning any modifications of the program which may be necessary.

Adopted: August 10, 1977
Revised: June 13, 1990
Revised: December 12, 2001
Revised: June 13, 2007
Revised: October 8, 2008
Revised: September 9, 2009
403(b) Retirement Plan with Incentive Match

Tulsa Community College will provide a 403(b) Retirement Plan with Incentive Match ("Plan") for employees in accordance with the following:

1. Participation in the Plan is voluntary. Effective January 1, 2009, participants will be permitted to invest only in funds that are available on the Plan's recordkeeping platform and which are selected as the Plan's investment options by the Plan's outside investment advisor. Participants will, however, be permitted to choose among such investment options, including an option to utilize a self-directed brokerage "window."

2. The Plan meets the following requirements:

   (a) The carrier of the plan is licensed by the State of Oklahoma to sell tax sheltered annuities pursuant to Okla. Stat. tit. 70, § 6-101.1; and

   (b) The Plan meets the requirements of Section 403(b) of the Internal Revenue Code.

3. All employees except "student-employees" are eligible to make voluntary, pre-tax salary reduction contributions or post-tax Roth contributions to the Plan effective as of the first day of employment. For purposes of this paragraph, student-employees are those employees who are enrolled and regularly attending classes at Tulsa Community College while also providing service to the College through the Federal Work-Study Program.

4. An incentive match will be provided under the Plan for employees who meet all of the following criteria:

   (a) Employees must be employed full-time at Tulsa Community College. In the case of Professional Staff (faculty and administration), "full-time" means being employed pursuant to a full-time contract with the College. In the case of other staff employees, "full-time" means being scheduled to normally work 40 hours a week, 52 weeks a year, for the College.

   (b) Effective September 1, 1977, an incentive match will only be made for employees who have performed two (2) years of full-time, continuous service for the College.

5. The incentive match is three percent (3%) of the employee's full-time base salary (as determined by Tulsa Community College) for a pay period, provided the employee voluntarily contributes at least one percent (1%) of his/her full-time base salary for such pay period.
For this purpose, full-time base salary does not include overtime pay or pay from additional assignments such as teaching overload and summer school classes.

6. All pre-tax salary reduction contributions, post-tax Roth contributions, and incentive match contributions shall be 100% vested at all times.

7. The 403(b) Retirement Plan with Incentive Match will be reviewed prior to the end of each fiscal year and a recommendation will be made by the administration prior to the beginning of the next fiscal year to the Tulsa Community College Board of Regents concerning the feasibility of continuing the 403 (b) Retirement Plan with Incentive Match or concerning any modifications of the program which may be necessary.
FOURTH AMENDMENT TO THE
TULSA COMMUNITY COLLEGE 403(b) RETIREMENT PLAN

WHEREAS, Tulsa Community College ("TCC") established the Tulsa Community College 403(b) Retirement Plan (the "Plan") effective August 10, 1977, in order to provide retirement security to its Employees;

WHEREAS, the Plan was and is intended to be a plan described in section 403(b) of the Internal Revenue Code of 1986, as amended (the "Code") and the applicable Treasury Regulations;

WHEREAS, the Plan was last amended and restated effective January 1, 2009, and was thereafter amended by the First Amendment to the Plan dated December 22, 2010, the Second Amendment dated November 9, 2011 and the Third Amendment dated June 14, 2012;

WHEREAS, TCC desires to further amend the provisions of the Plan relating to matching contributions; and

WHEREAS, Section 10.01 of the Plan gives TCC the right to amend the Plan at any time;

NOW, THEREFORE, in consideration of the premises above, the Plan shall be, and hereby is, amended in the following respects, effective as herein provided below:

I.

Effective November 1, 2015, Section 2.03 of the Plan shall be amended in its entirety to provide as follows:

"2.03 Matching Contributions. The Employer shall make Matching Contributions on behalf of any Participant who meets the following requirements:

(a) The Participant has been a full-time Employee of the Employer (as defined in the applicable Employer policies) for at least two (2) continuous years; and

(b) The Participant makes Elective Deferrals equal to or greater than one percent (1%) of his Compensation per pay period.

Matching Contributions shall equal three percent (3%) of the eligible Participant’s Compensation. All such Matching Contributions shall be fully vested at all times. Part-time employees, including part-time instructors, shall not be eligible for Matching Contributions."

II.

Except as herein modified, the Plan shall remain in full force and effect.
IN WITNESS WHEREOF, this Fourth Amendment has been executed this ___ day of October, 2015, to be effective as set forth herein.

TULSA COMMUNITY COLLEGE

By: ________________________________

Name: ______________________________

Title: ________________________________
III. NEW BUSINESS
Academic & Policy Report
October 15, 2015

B. Academic & Policy Report

4. Recommendation for Approval of a New Policy to Provide a 457(b) Retirement Plan for Tulsa Community College employees

The Academic & Policy Committee recommends the approval of a 457(b) Retirement Plan for Tulsa Community College employees and the approval of a 457(b) plan document.

Attachment 1: the proposed 457(b) Retirement Plan Policy
Attachment 2: the proposed plan document for the 457(b) Retirement Plan for Tulsa Community College

MOTION FROM ACADEMIC & POLICY COMMITTEE FOR APPROVAL

NO SECOND NEEDED

ROLL CALL VOTE:

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CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
457(b) Retirement Plan

Tulsa Community College will provide a 457(b) Retirement Plan (“Plan”) in accordance with the following:

1. Participation in the Plan is voluntary. Effective January 1, 2016, participants will be permitted to invest only in funds that are available on the Plan’s recordkeeping platform and which are selected as the Plan’s investment options by the Plan’s outside investment advisor. Participants will, however, be permitted to choose among such investment options.

2. The Plan meets the requirements of Section 457(b) of the Internal Revenue Code.

3. All employees except “student-employees” are eligible to make voluntary, pre-tax salary reduction contributions or post-tax Roth contributions to the Plan effective as of the first day of employment. For purposes of this paragraph, student-employees are those employees who are enrolled and regularly attending classes at Tulsa Community College while also providing service to the College through the Federal Work-Study Program.

4. All pre-tax salary reduction contributions and post-tax Roth contributions shall be 100% vested at all times.
457(b) PLAN

FOR

TULSA COMMUNITY COLLEGE

Effective January 1, 2016
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Tulsa Community College (the “Employer”) hereby establishes the 457(b) Plan for Tulsa Community College (the "Plan").

The Plan is established pursuant to applicable state law and is intended to comply with the provisions of Section 457(b) of the Internal Revenue Code of 1986, as amended (the “Code”), Income Tax Regulations thereunder and applicable law. The Plan consists of the provisions set forth in this Plan document which is applicable to each Eligible Individual.

ARTICLE I - DEFINITIONS

As used in this Plan, the following words and phrases will have the meanings set forth herein unless a different meaning is clearly required by the context.

1.1 Administrator

Administrator means the person(s), committee or organization appointed by the Board pursuant to Section 6.3 to administer the Plan and perform administrative functions for the Plan as specified by the Employer.

1.2 Age 50 Plus Catch-Up Contribution

Age 50 Plus Catch-Up Contribution means the catch-up contribution for Participants who attain age 50 by the end of the calendar year, as permitted under Code Section 414(v) and pursuant to Section 3.3.

1.3 Beneficiary

Beneficiary means the individual, individuals or trust designated by the Participant in writing on a form acceptable to the Administrator, and received by the Administrator before the Participant's death, to receive any undistributed amounts under the Participant Account which becomes payable upon the Participant's death. If a Participant does not designate a Beneficiary in a form acceptable to the Administrator, then his estate will be deemed to be his Beneficiary. In addition, any Beneficiary designation must meet the requirements of applicable state law.

1.4 Board

Board means the Board of Regents of the Employer.
1.5 Code

Code means the Internal Revenue Code of 1986, as now in effect or as hereafter amended. All citations to sections of the Code are to such sections as they may from time to time be amended or renumbered.

1.6 Compensation

Compensation means the Employee’s full-time base salary. For this purpose, “Compensation” does not include overtime pay from additional assignments such as teaching overload and summer school classes. The annual compensation of each Employee taken into account for any year under the Plan shall not exceed $265,000, as adjusted for the cost of living in accordance with Code Section 401(a)(17)(B).

1.7 Deferrals

Deferrals means the amount of Compensation deferred by a Participant to the Plan, comprising of Elective Deferrals and, if the Participant so elects on a Participation Agreement, Roth 457(b) Contributions.

1.8 Elective Deferrals

Elective Deferrals means amounts made by the Employer to the Plan on a voluntary pre-tax basis pursuant to a Participation Agreement entered into by a Participant.

1.9 Eligible Individual

Eligible Individual means any Employee with the exception of an Employee who is enrolled and regularly attending classes at the Tulsa Community College while providing service to the Tulsa Community College through the Federal Work-Study Program, within the meaning of Code Section 3121(b)(10).

1.10 Employee

Employee means any common law employee who is employed by the Employer and who performs services for the Employer for which Compensation is payable.

1.11 Employer

Employer means the Tulsa Community College.

1.12 Includible Compensation

Includible Compensation means an Employee’s actual wages in box 1 of Form W-2 for the Employer, but increased (up to the dollar maximum) by any compensation reduction election under Code Section 125, 132(f), 402(g)(3) or 457(b). The amount of Includible Compensation is determined without regard to any community property laws. Pursuant to Section 1.457-4(d)(1) of the Income Tax Regulations, Includible Compensation will
include any payments made to a Participant who has had a Severance from Employment, provided that the Includible Compensation is paid by the later of 2½ months after the Participant’s Severance from Employment or the end of the calendar year that contains the date of such Participant’s Severance from Employment. In addition, pursuant to Section 1.457-4(d)(1) of the Income Tax Regulations, Includible Compensation will include payments made to an individual who does not currently perform services for the Employer by reason of qualified military service (as defined in Code Section 414(u)(5)) to the extent those payments do not exceed the amount the individual would have received if the individual had continued to perform services for the Employer rather than enter qualified military service. Includible Compensation will not include Employee pick-up contributions described in Code Section 414(h)(2).

1.13 Investment Product

Investment Product means group or individual annuity contracts or such other investment arrangements issued by or offered through the Provider and used to hold assets of the Plan.

1.14 Normal Retirement Age

Normal Retirement Age means age sixty-five (65), which is used for the Special 457 Catch-up Contribution provisions under Section 3.2.

1.15 Participant

Participant means any Eligible Individual who has entered into a Participation Agreement to make Deferrals under the Plan or has previously made Deferrals under the Plan and who has not yet received a distribution of his entire Participant Account under the Plan. As appropriate, a Participant means a Beneficiary or an alternate payee as defined in Code Section 414(p)(8).

1.16 Participant Account or Account

Participant Account means the following accounts established for the Participant and maintained by the Administrator for each Participant, including any earnings and losses attributable thereon:

(a) Elective Deferral Account,
(b) Roth 457(b) Contributions Account,
(c) 457(b) Rollover Account,
(d) Roth 457(b) Rollover Account.
1.17 Participation Agreement

Participation Agreement means an agreement, which meets the requirements of Section 2.4, entered into between an Eligible Individual and the Employer pursuant to which an Eligible Individual agrees to defer Elective Deferrals and/or Roth 457(b) Contributions to the Plan and thus to become a Participant or continue prior participation as a Participant.

1.18 Plan

Plan means the 457(b) Plan for Tulsa Community College.

1.19 Plan Year

Plan Year means the 12-consecutive month period beginning on January 1 and ending on December 31.

1.20 Provider

Provider means Voya Retirement Insurance and Annuity Company and/or ReliaStar Life Insurance Company or such other provider entity as the Employer may approve.

1.21 Rollover Contribution

Rollover Contribution means contributions made by a Participant (or, if applicable, Eligible Individual) of “eligible rollover distributions” in accordance with Code Section 402(c)(4).

1.22 Roth 457(b) Contributions

Roth 457(b) Contributions means contributions that are:

   (a) made by the Employer to the Plan pursuant to a Participation Agreement entered into by a Participant, which qualifies as a “designated Roth contribution” within the meaning of Code Section 402A;

   (b) irrevocably designated by the Participant at the time of the cash or deferred election as a Roth 457(b) Contribution that is being made in lieu of all or a portion of the Elective Deferrals the Participant is otherwise eligible to make under the Plan; and

   (c) treated by the Employer as includible in the Participant’s income at the time the Participant would have received that amount in cash if the Participant had not made a cash or deferred election.
1.23 Severance from Employment

Severance from Employment means the date on which the Employee dies,retires or otherwise has a severance from employment with the Employer, as determined by the Administrator.

1.24 Special Section 457 Catch-up Contributions

Special Section 457 Catch-up Contributions means the catch-up contribution for a Participant in the three consecutive years prior to the year in which the Participant reaches Normal Retirement Age, as permitted under Code Section 457(b)(3) and pursuant to Section 3.2.

ARTICLE II - PARTICIPATION

2.1 Eligibility

Each Eligible Individual will be a Participant in the Plan when he satisfies the eligibility requirements and has executed a Participation Agreement.

2.2 Determination of Eligibility

(a) The Administrator will determine whether an Eligible Individual has satisfied the eligibility requirements based upon information furnished by the Employer. Such determination will be conclusive and binding.

(b) The Participant will provide investment direction for contributions made to an Investment Product on such forms as may be required by the Provider and approved by the Employer.

2.3 Termination of Eligibility

In the event a Participant will go from a classification of an Eligible Individual to a non-Eligible Individual, such Participant will not be able to make Deferrals to the Plan until he is again reclassified as an Eligible Individual. The Participant Account of such inactive Participant will continue to be allocated any earnings and losses attributable to such Participant Account based on the investment direction supplied by the Participant.

2.4 Participation Agreements

(a) In order to participate in the Plan, a Participant must complete a Participation Agreement with the Employer and file such Participation Agreement in a manner and method determined by the Administrator. The Participation Agreement will specify:

(1) The amount (expressed either as a dollar amount or as a percentage) of the Participant's Compensation which the Participant agrees to make as Deferrals, subject to the limitations of Article III; and
(2) The date as of which Deferrals pursuant to the Participation Agreement will begin.

(b) A Participant may make Deferrals payable in the calendar month during which the Eligible Individual first becomes a Participant if the Participation Agreement providing for such Deferrals is entered into before the first day of the month in which the Compensation is paid or becomes available.

(c) Notwithstanding subsection (b), a new Employee who is also an Eligible Individual may become a Participant and make Deferrals payable in the calendar month during which he first becomes an Employee if a Participation Agreement providing for the Deferrals is entered into on or before the first day on which he performs services for the Employer.

(d) A Participant may, by amendment of a Participation Agreement or by any manner as the Administrator may prescribe, do any of the following:

(1) change the specification of the investment for any contributions to a Participant Account under an Investment Product; or

(2) change prospectively the amount of Deferrals.

An amendment to the Participation Agreement will be effective as early as administratively practicable, but not earlier than the first day of the following calendar month in which the Compensation is paid or made available.

2.5 Information Provided by the Employee

Each Eligible Individual enrolling in the Plan should provide to the Administrator at the time of initial enrollment, and later if there are any changes, any information necessary for the Administrator to administer the Plan, including, without limitation, whether he is a participant in any other eligible plan under Code Section 457(b).

2.6 Contributions Made Promptly

All contributions under the Plan will be transferred to the applicable Investment Product within a period that is not longer than is reasonable for the proper administration of the Participant Accounts. For purposes of this requirement, Deferrals under the Plan by a Participant must be transferred to the Investment Product within 15 business days following the month in which these amounts would otherwise have been paid to the Participant.

2.7 Leave of Absence

Unless an election is otherwise revised, if an Employee is absent from work by leave of absence, Deferrals under the Plan will continue to the extent that Compensation continues.
ARTICLE III - CONTRIBUTIONS AND LIMITATIONS

3.1 Deferrals

Except as provided in Section 3.2 and 3.3 and subject to any applicable law and any applicable collective bargaining agreement, the maximum amount of Deferrals which may be made by a Participant in any taxable year will not exceed the lesser of (1) the applicable dollar amount provided under Code Section 457(b)(2) (adjusted for cost of living under Code Section 457(e)(15)) or (2) 100% of the Participant's Includible Compensation.

3.2 Special 457 Catch-Up Contributions

(a) In any one or more of a Participant's last three calendar years ending before the year in which the Participant attains Normal Retirement Age, the Participant may elect to make Deferrals in an amount not exceeding the lesser of (1) twice the dollar amount permitted as a general deferral under Section 3.1 or (2) the sum of the maximum deferral permitted under Section 3.1 for the current tax year and as much of the applicable deferral limit under Code Section 457(b)(2) in prior years before the current tax year that had not previously been used (“underutilized amount”). For purposes of this Section, a prior year will be taken into account only if such year began after December 31, 1978, and the Participant was eligible to participate in the Plan during all or a portion of the prior year. A Participant may only make this election under this subsection once with respect to any plan under Code Section 457(b) of the Employer.

(b) In determining a Participant’s underutilized amount, the Plan will take into consideration:

(1) Prior to 2002, if a Participant made Deferrals to the Plan and deferrals to any other plan under Code Section 457(b), salary reduction contributions made to plans under Code Section 401(k), plans under Code Section 403(b), simplified employee pension (SARSEP) plans under Code Section 402(h)(1), simple retirement accounts under Code Section 408(p), and amounts deferred under any plan for which a deduction is allowed because of a contribution to an organization described in Code Section 501(c)(18), such deferrals to the other plans will be taken into account in determining a Participant’s underutilized amount under Code Section 457(b)(2). In addition, Includible Compensation will be limited to the limitation in effect in the calendar year in which the deferrals were made. If such deferrals cumulatively exceed the then-applicable dollar amount in Code Section 457(b)(2) in the year that such amounts were deferred, then there will be no underutilized amount for that year.

(2) To the extent that the Employer did not maintain a plan under Code Section 457(b), no underutilized limitation is available to a Participant for that prior year.
(3) After 2001, only deferrals to plans under Code Section 457(b) will be taken into account for purposes of determining the underutilized amount.

(4) Age 50 Plus Catch-Up Contributions will not be taken into account for purposes of determining a Participant’s underutilized amount.

3.3 Age 50 Plus Catch-Up Contributions

A Participant who has attained age 50 before the close of the calendar year may elect Age 50 Plus Catch-up Contributions. Such contributions are not subject to the limitations of Code Section 457(b). The maximum dollar amount of the Age 50 Plus Catch-up Contributions for a calendar year shall not exceed the limit contained in Code Section 414(v) including the adjustment for cost of living under Code Section 414(v)(2)(C).

3.4 Maximum Amount of Catch-Up Contributions

Any catch-up contributions made by a Participant pursuant to Section 3.2 or Section 3.3 may not exceed the greater of (a) the amount that the Participant is eligible to make as Deferrals under Section 3.2 or (b) the amount that the Participant is eligible to make as Deferrals under Section 3.3.

3.5 Participant Covered by More than One 457(b) Plan

If a Participant is or has been a participant in one or more other plans under Code Section 457(b) in the same calendar year, then the Plan and all such other plans will be considered as one plan for purposes of applying the limitations of this Article III. For this purpose, the Administrator will take into account any other such plan of the Employer under Code Section 457(b) and, to the extent the Participant provides the Administrator with sufficient information concerning his participation, any such other plans under Code Section 457(b) in which the individual participated in the same calendar year.

3.6 Excess Deferrals

(a) In the event that the limit on Deferrals is exceeded pursuant to this Article III, the Administrator will direct the Provider as to the proper correction method permissible under applicable law, including calculation of any earnings or losses and the proper tax reporting with respect to such distributions as soon as administratively practicable after the Administrator determines that the amount is an excess deferral.

(b) A Participant who participates in the Plan and another 457(b) plan of another employer will be responsible for complying with the deferral limits of this Article III. In the event of an excess amount, the Participant will notify the Administrator so that the excess may be distributed as soon as practicable after the Administrator determines that the amount is an excess deferral.
3.7 Rollovers to the Plan

(a) An Eligible Individual, whether a Participant at the time, may rollover amounts that are considered eligible rollover distributions as defined in Code Section 402(c)(4) to the Plan from an eligible retirement plan, as defined in Code Section 402(c)(8)(B), provided that the Plan will only accept rollovers from a Code Section 457(b) plan maintained by an employer as defined in Code Section 457(e)(1)(A).

(b) Amounts (other than designated Roth contributions as defined in Code Section 402A) rolled over from another Code Section 457(b) plan maintained by an employer defined in Code Section 457(e)(1)(A) will be allocated to the Participant’s 457(b) Rollover Account.

(c) Designated Roth contributions as defined in Code Section 402A rolled over from another Code Section 457(b) plan maintained by an employer as defined in Code Section 457(e)(1)(A) will be allocated to the Participant’s Roth 457(b) Rollover Account.

3.8 Investments

Subject to Section 6.8, amounts contributed to the Plan will be invested in an Investment Product. Participants will direct the investment of their Participant Accounts among those investment options available under the Investment Product which are approved by the Employer. Contributions will be allocated to a Participant Account in accordance with this Article III and earnings and losses attributable to such contributions will be allocated to such Participant Account. If any provision of an Investment Product agreement is not consistent with the Plan provisions, the terms of the Plan will control.

3.9 Protection of Persons Who Serve in a Uniformed Service

(a) An Employee whose employment is interrupted by qualified military service under Code Section 414(u) or who is on a leave of absence for qualified military service under Code Section 414(u) may elect to make additional Deferrals upon resumption of employment with the Employer equal to the maximum Deferrals that the Employee could have elected during that period if the Employee’s employment with the Employer had continued (at the same level of Compensation) without the interruption or leave, reduced by the Deferrals, if any, actually made for the Employee during the period of the interruption or leave. Except to the extent provided under Code Section 414(u), this right applies for five years following the resumption of employment (or, if sooner, for a period equal to three times the period of the interruption or leave).

(b) In the case of a Participant who dies while performing qualified military service (as defined in Code Section 414(u)), the Beneficiaries are entitled to any additional benefits (other than Deferrals relating to the period of qualified military service) provided under the Plan had the Participant resumed employment and then had a Severance from Employment on account of death.
ARTICLE IV - BENEFIT DISTRIBUTIONS

4.1 Distributions under the Plan

(a) Nothing shall be paid to a Participant (or, if applicable, the Beneficiary) from a Participant’s Elective Deferral Account or Roth 457(b) Contributions Account until one of the following events has occurred:

1. the Participant’s Severance from Employment; or

2. the calendar year in which the Participant attains age 70½.

(b) A Participant may choose to receive a distribution from his 457(b) Rollover Account or his Roth 457(b) Rollover Account, under one of the options described below. Any such election shall be irrevocable after benefit payments commence under the Plan.

1. Installment Form. The installment form shall provide installment payments for a designated number of years specified by the Participant. The payment of benefits under the installment form shall commence as of the date specified by the Participant and approved by the Plan Administrator, but, in accordance with Section 401(a)(9) of the Code and the regulations promulgated thereunder, shall commence in no event later than the required beginning date specified in Section 7.14.

2. Lump Sum. The lump sum form of payment shall provide a single distribution on a date specified by the Participant equal to the value of all or a portion of the Participant’s Account. A lump sum payment shall be paid on the date specified by the Participant and approved by the Plan Administrator, but, in accordance with Section 401(a)(9) of the Code and the regulations promulgated thereunder, shall be made no later than the required beginning date specified in Section 7.14.

3. Combination of Payments. Subject to the approval of the Plan Administrator and the requirements of Code Section 401(a)(9) and the regulations promulgated thereunder, a Participant may request distributions in partial lump sum and installment form; provided, however, that such combined form of payment must be no greater than the Participant’s Account balance.

(c) Distributions from a Roth 457(b) Contributions Account or a Roth 457(b) Rollover Account will be tax-free for federal income tax purposes if:

1. The distribution meets the requirements of subsection 4.1(a);

2. The amounts are held for a 5-year holding period, measured from the first year that the initial Roth 457(b) Contribution was made on behalf of the Participant to the Participant’s Roth 457(b) Contributions Account, and
(3) The distribution is due to a Participant’s attainment of age 59½, death, or in the event of the Participant’s becoming disabled within the meaning of Code Section 457(b) and the regulations thereunder.

4.2 Determination of Benefits Payable to a Participant

(a) Upon attainment of a distributable event described in Section 4.1, but in no event later than the requirement to commence minimum distribution payments in accordance with Code Section 401(a)(9) and the income tax regulations thereunder, a Participant may elect a benefit distribution option to which benefits will be paid.

(b) Upon a Participant’s proper application for benefits, which meets the requirements of subsection 4.2(a), the Administrator will direct the distribution of a Participant Account in accordance with this Section 4.2.

(c) A Participant may choose a benefit distribution option set forth in subsection 4.1(b). In the event a Participant fails to make an election as to a benefit distribution option, any benefit payable to such Participant will be distributed as set forth in subsection 4.1(b)(2).

4.3 Determination of Benefits upon Death

(a) Upon the death of a Participant, the Administrator will direct that the deceased Participant’s Participant Account, be distributed to the Beneficiary in accordance with the provisions of this Section.

(b) The designation of a Beneficiary will be made on a form satisfactory to the Administrator. A Participant may, at any time revoke, his designation of a Beneficiary or change his Beneficiary by filing written notice of such revocation or change with the Administrator. In the event no valid designation of Beneficiary exists at the time of the Participant’s or Beneficiary’s death, the death benefit will be payable to the Participant’s or Beneficiary’s estate.

(c) The Administrator may require such proper proof of death and such evidence of the right of any person to receive payment of the value of the Participant Account of a deceased Participant or Beneficiary, as the Administrator may deem appropriate. The Administrator’s determination of death and of the right of any person to receive payment will be conclusive.

(d) Subject to the requirements of Code Section 401(a)(9), death benefits payable to a Beneficiary will be made in a form as selected by the Beneficiary in accordance with the available options set forth in subsection 4.1(b). In the event a Beneficiary fails to make an election as to a benefit distribution option, any benefit payable to such Beneficiary will be distributed in a lump sum and in accordance with Code Section 401(a)(9).
4.4 Rollovers from the Plan

(a) Notwithstanding any provision of the Plan to the contrary, a Participant, a surviving spouse who is the designated Beneficiary of the Participant or a spouse or former spouse who is the alternate payee will be permitted to elect to have any eligible rollover distribution as defined in Code Section 402(c)(4) paid directly to an eligible retirement plan as defined in Code Section 402(c)(8)(B) or to a Roth IRA established under Code Section 408A specified by the Participant. The Participant will, in the time and manner prescribed by the Administrator, specify the amount to be rolled over and the eligible retirement plan to receive such rollover. Any portion of a distribution which is not rolled over will be distributed directly to the Participant.

(b) A non-spousal Beneficiary may elect to roll over death benefits amounts in accordance with Code Section 402(c)(11) provided that:

   (1) such amounts are rolled over to an inherited IRA via a direct trustee-to-trustee transfer;

   (2) such election is made by December 31 of the year following the year of the Participant’s death; and

   (3) the rolled over amounts are eligible rollover distributions as defined in Code Section 402(c)(4).

ARTICLE V - AMENDMENT AND TERMINATION

5.1 Amendment

(a) The Employer will have the right at any time to amend this Plan subject to the limitations of this Section. Any such amendment will become effective as provided therein upon its execution.

(b) No amendment to the Plan will be effective if it authorizes or permits any part of the Investment Product (other than such part as is required to pay taxes and administration expenses) to be used for or diverted to any purpose other than for the exclusive benefit of Participants or Beneficiaries; or causes any reduction in the amount credited to the account of any Participant or Beneficiary; or causes or permits any portion of the Investment Product to revert to or become property of the Employer.

5.2 Termination

(a) The Employer will have the right at any time to terminate the Plan by resolution of the Board. In addition, the Employer must deliver written notice of discontinuance of the Investment Product to the Provider.

(b) Upon the full termination of the Plan, the Employer will direct the distribution of the assets to Participants and Beneficiaries in a manner which is
consistent with and satisfies the provisions of Article IV as soon as administratively practicable after termination of the Plan.

ARTICLE VI- PLAN ADMINISTRATION

6.1 Plan Document to Govern Allocation of Responsibilities

The Plan is intended, and should be construed, to allocate to each party to the Plan only those specific powers, duties, responsibilities, and obligations as are specifically granted to it under the Plan.

6.2 Board

The Board shall have exclusive authority and responsibility for:

(a) The termination of the Plan;

(b) The adoption of an amendment to the Plan;

(c) The appointment and removal of members of the Administrative Committee and the designation of one member of the Administrative Committee as the Chair of the Administrative Committee;

(d) The appointment and removal of any specialists or consultants as it deems necessary and desirable for purposes of assisting the Administrative Committee in the administration of this Plan, including, but not limited to, an investment advisor and/or record-keeper; and

(e) The delegation to the Administrative Committee, or another committee appointed by the Board, of any authority and responsibility reserved herein to the Board.

6.3 Administrative Committee

(a) Membership. The Board shall appoint an Administrative Committee, which shall be in charge of the operation and administration of this Plan. The Administrative Committee shall consist of not less than three (3) members. The Board may remove any member of the Administrative Committee at any time, with or without cause, by written notice to such member and to the other members of the Administrative Committee.

(b) Duties of Administrative Committee. The Administrative Committee shall administer the Plan in accordance with its terms and shall have all the powers necessary to carry out such terms. The Administrative Committee shall execute any certificate, instrument or other written direction on behalf of the Plan and may make any payment on behalf of the Plan. All interpretations of this Plan, and questions concerning its administration and application, shall be determined by the Administrative Committee in its sole discretion, and such determination shall be binding on all persons for all purposes. The Administrative Committee may appoint such accountants,
counsel, specialists, and other persons as it deems necessary or desirable in connection with the administration of this Plan. Such accountants and counsel may, but need not, be accountants and counsel for the Employer. The Administrative Committee may establish procedures, correct any defect, supply any information, or reconcile any inconsistency in such manner and to such extent as will be deemed necessary or advisable to carry out the purpose of the Plan; provided, however, that any procedure, discretionary act, interpretation or construction will be done in a nondiscriminatory manner based upon uniform principles consistently applied and will be consistent with the intent that the Plan will continue to be deemed a qualified plan under the terms of Code Section 457, and will comply with the terms of all Income Tax Regulations issued pursuant thereto. The Administrative Committee duties include, but are not limited to, the following:

1. The discretion to determine all questions relating to the eligibility of Employees to participate or remain a Participant hereunder and to receive benefits under the Plan;

2. Determine the amounts to be contributed to each Participant Account;

3. To authorize and direct the Provider with respect to all disbursements to which a Participant is entitled under the Plan;

4. To maintain all necessary records for the administration of the Plan;

5. To maintain practices and procedures necessary to administer the Plan as are consistent with the terms hereof;

6. To determine the type of any Investment Product to be purchased from the Provider; and

7. To assist any Participant regarding his rights, benefits, or elections available under the Plan.

6.4 Delegation of Responsibilities; Bonding

(a) Delegation and Allocation. The Board and the Administrative Committee, respectively, shall have the authority to delegate and allocate, from time to time, by a written instrument, all or any part of their responsibilities under this Plan to such person or persons as each may deem advisable, and in the same manner to revoke any such delegation or allocation of responsibility. Any action of such person in the exercise of such delegated or allocated responsibilities shall have the same force and effect for all purposes hereunder as if such action had been taken by the Board or the Administrative Committee. The Employer, the Board, and the Administrative Committee shall not be liable for any acts or omissions of any such person, who shall periodically report to the Board or the Administrative Committee, as applicable, concerning the discharge of the delegated or allocated responsibilities.
(b) Bonding. The members of the Administrative Committee shall serve without bond (except as expressly required by applicable state law) and without compensation for their services as such.

6.5 No Joint Responsibilities

The Plan is intended to allocate to each person the individual responsibility for the prudent execution of the functions assigned to it, and none of such responsibilities or any other responsibility shall be shared by two or more of such persons unless such sharing is provided for by a specific provision of the Plan. Whenever one person is required herein to follow the directions of another person, the two persons shall not be deemed to have been assigned a shared responsibility, but the responsibility of a person receiving such directions shall be to follow them insofar as such instructions are on their face proper under applicable law.

6.6 Information to be Supplied by Employer

The Employer shall supply to the Administrative Committee, within a reasonable time after each request, such information as the Administrative Committee may reasonably require for the administration of the Plan. The Administrative Committee may rely conclusively on the information certified to it by the Employer.

6.7 Multiple Functions

Any person or group of persons may serve in more than one capacity with respect to the Plan.

6.8 Discontinuance of Provider

Notwithstanding Section 3.9, if any Provider ceases to be eligible to receive Deferrals under the Plan, the Employer may direct that both existing amounts under Participant Accounts that were invested with such Provider and any future contributions be transferred to the Investment Products of those Providers which are currently approved to receive Deferrals under the Plan.

6.9 Claims Procedure

All claims for benefits under this Plan will be handled by the Administrative Committee, or its delegate, in the following manner:

(a) Filing of Claim. Each Participant or Beneficiary must submit his claim for benefits to the Administrative Committee (or to such other person as may be designated by the Administrative Committee) in writing in such form as is permitted by the Administrative Committee. A Participant shall have no right to seek review of a denial of benefits, or to bring any action in any court to enforce a claim for benefits, prior to his filing a claim for benefits and exhausting his rights to review under this Section 6.9. When a claim for benefits has been filed properly, such claim for benefits shall be evaluated and the claimant shall be notified of the approval or the denial within ninety
(90) days after the receipt of such claim unless special circumstances require an extension of time for processing the claim. If such an extension of time for processing is required, written notice of the extension shall be furnished to the claimant prior to the termination of the initial ninety (90) day period which shall specify the special circumstances requiring an extension and the date by which a final decision will be reached (which date shall not be later than one hundred eighty (180) days after the date on which the claim was filed). A claimant shall be given a written notice in which the claimant shall be advised as to whether the claim is granted or denied, in whole or in part.

(b) Denial of a Claim. If a claim is denied, in whole or in part, the claimant shall be given written notice which shall contain (1) the specific reasons for the denial, (2) references to pertinent plan provisions upon which the denial is based, (3) a description of any additional material or information necessary to perfect the claim and an explanation of why such material or information is necessary, and (4) the claimant’s rights to seek review of the denial.

(c) Review of Denial. If a claim is denied, in whole or in part, the claimant shall have the right to request that the Administrative Committee review the denial, provided that the claimant files a written request for review with the Administrative Committee within sixty (60) days after the date on which the claimant received written notification of the denial. A claimant (or his duly authorized representative) may review pertinent documents and submit issues and comments in writing to the Administrative Committee.

(d) Decision on Review. Within sixty (60) days after a request for review is received, the review shall be made and the claimant shall be advised in writing of the decision on review, unless special circumstances require an extension of time for processing the review, in which case the claimant shall be given a written notification within such initial sixty (60) day period specifying the reasons for the extension and when such review shall be completed (provided that such review shall be completed within one hundred twenty (120) days after the date on which the request for review was filed). The decision on review shall be forwarded to the claimant in writing and shall include specific reasons for the decision and references to plan provisions upon which the decision was based. A decision on review shall be made by the Administrative Committee in its sole discretion and shall be final and binding on all persons for all purposes. If a claimant shall fail to file a request for review in accordance with the procedures herein outlined, such claimant shall have no right to review and shall have no right to bring action in any court and the denial of the claim shall become final and binding on all persons for all purposes.

ARTICLE VII - MISCELLANEOUS

7.1 Assets for Exclusive Benefit of Participants and Beneficiaries

All amounts in the Participant Accounts under this Plan, all property and rights which may be purchased with such amounts and all income attributable to such amounts,
property or rights will be held in trust (or a custodial account or annuity contract described in Code Section 401(f)) for the exclusive benefit of Participants and their Beneficiaries. All such amounts will not be subject to the claims of the Employer’s general creditors.

7.2 Non-Assignability

Except as provided in Sections 7.4 and 7.5, the interests of each Participant or Beneficiary under the Plan are not subject to the claims of the Participant’s or Beneficiary’s creditors; and neither the Participant nor any Beneficiary shall have any right to sell, assign, transfer, or otherwise convey the right to receive any payments hereunder or any interest under the Plan, which payments and interest are expressly declared to be non-assignable and non-transferable.

7.3 Participant Rights

This Plan will not be deemed to constitute a contract between the Employer and any Participant or to be a consideration or an inducement for the employment of any Participant or Employee. Nothing contained in this Plan will be deemed to give any Participant or Employee the right to be retained in the service of the Employer or to interfere with the right of the Employer to discharge any Participant or Employee at any time regardless of the effect which such discharge will have upon him as a Participant in this Plan.

7.4 Domestic Relation Orders

Notwithstanding Section 7.1, if a judgment, decree or order (including approval of a property settlement agreement) that relates to the provision of child support, alimony payments, or the marital property rights of a spouse or former spouse, child, or other dependent of a Participant is made pursuant to the domestic relations law of any State (“domestic relations order”), then the amount of the Participant’s Account shall be paid in the manner and to the person or persons so directed in the domestic relations order. Such payment shall be made without regard to whether the Participant is eligible for a distribution of benefits under the Plan. The Plan Administrator shall establish reasonable procedures for determining the status of any such decree or order and for effectuating distribution pursuant to the domestic relations order.

7.5 IRS Levy

Notwithstanding Section 7.1, the Plan Administrator may pay from a Participant’s or Beneficiary’s Account the amount that the Plan Administrator finds is lawfully demanded under a levy issued by the Internal Revenue Service with respect to that Participant or Beneficiary or is sought to be collected by the United States Government under a judgment resulting from an unpaid tax assessment against the Participant or Beneficiary.
7.6 Payments to Minors and Incompetents

If a Participant or Beneficiary entitled to receive any benefits hereunder is a minor or is adjudged to be legally incapable of giving valid receipt and discharge for such benefits, benefits will be paid to such person as is required by law. Such payments shall be considered a payment to such Participant or Beneficiary and shall, to the extent made, be deemed a complete discharge of any liability for such payments under the Plan.

7.7 Mistaken Contributions

If any contribution (or any portion of a contribution) is made to the Plan by a good faith mistake of fact, then within one year after the payment of the contribution, and upon receipt in good order of a proper request approved by the Plan Administrator, the amount of the mistaken contribution (adjusted for any income or loss in value, if any, allocable thereto) shall be returned directly to the Participant or, to the extent required or permitted by the Plan Administrator, to the Employer.

7.8 Procedure When Distributee Cannot Be Located

The Plan Administrator shall make all reasonable attempts to determine the identity and address of a Participant or a Participant’s Beneficiary entitled to benefits under the Plan. For this purpose, a reasonable attempt means (a) the mailing by certified mail of a notice to the last known address shown on the Employer’s or the Plan Administrator’s records, (b) notification sent to the Social Security Administration or the Pension Benefit Guaranty Corporation (under their program to identify payees under retirement plans), and (c) the payee has not responded within 6 months. If the Plan Administrator is unable to locate such a person entitled to benefits hereunder, or if there has been no claim made for such benefits, the Plan shall continue to hold the benefits due such person.

7.9 Governing Law

This Plan shall be administered, and its validity, construction, and all rights hereunder shall be governed by the laws of the State of Oklahoma. If any provision of the Plan shall be held invalid or unenforceable, the remaining provisions hereof shall continue to be fully effective.

7.10 Headings

Headings of sections and subsections of the Plan are inserted for convenience of reference. They do not constitute part of the Plan and are not to be considered in the construction thereof.

7.11 Gender

Pronouns used in the Plan in the masculine or feminine gender include both genders unless the context clearly indicates otherwise.
7.12 Tax Withholding

Contributions to the Plan are subject to applicable employment taxes (including, if applicable, Federal Insurance Contributions Act (FICA) taxes with respect to Elective Deferrals, which constitute wages under Code Section 3121). Any benefit payment made under the Plan is subject to applicable income tax withholding requirements (including Code Section 3401 and the Employment Tax Regulations thereunder). A payee shall provide such information as the Plan Administrator may need to satisfy income tax withholding obligations, and any other information that may be required by guidance issued under the Code.

7.13 Military Service

Notwithstanding any provisions of this Plan to the contrary, contributions, benefits and service credit with respect to qualified military service will be provided in accordance with Section 414(u) of the Code.

7.14 Minimum Distribution Requirements.

Notwithstanding any other provisions in this Plan to the contrary, all distributions under this Plan will be made in accordance with the minimum distribution requirements of Code Section 401(a)(9) set forth in this Section 7.14, the incidental benefit requirements of Code Section 401(a), and the applicable Treasury Regulations.

(a) Death of Participant Before Distributions Begin. If the Participant dies before distributions begin, the Participant’s entire interest will be distributed, or begin to be distributed, no later than as follows:

(1) If the Participant’s surviving spouse is the Participant’s sole Designated Beneficiary, distributions to the surviving spouse will begin by December 31 of the calendar year immediately following the calendar year in which the Participant died, or by December 31 of the calendar year in which the Participant would have attained age 70½, if later.

(2) If the Participant’s surviving spouse is not the Participant’s sole Designated Beneficiary, distributions to the Designated Beneficiary will begin by December 31 of the calendar year immediately following the calendar year in which the Participant died.

(3) If there is no Designated Beneficiary as of September 30 of the year following the year of the Participant’s death, the Participant’s entire interest will be distributed by December 31 of the calendar year containing the fifth anniversary of the Participant’s death.

(4) If the Participant’s surviving spouse is the Participant’s sole Designated Beneficiary and the surviving spouse dies after the Participant but before distributions to the surviving spouse begin, subsection 7.14(a), other than subsection 7.14(a)(1) will apply as if the surviving spouse were the Participant.
(5) For purposes of subsection 7.14(a) and for purposes of subsection 7.14(c), unless subsection 7.14(a)(4) applies, distributions are considered to begin on the Participant’s Required Beginning Date. If subsection 7.14(a)(4) applies, distributions are considered to begin on the date distributions are required to begin to the surviving spouse under subsection 7.14(a)(1).

(b) Required Minimum Distributions During Participant’s Lifetime.

(1) Amount of Required Minimum Distribution For Each Distribution Calendar Year. During the Participant’s lifetime, the minimum amount that will be distributed for each distribution calendar year is the lesser of:

(A) The quotient obtained by dividing the Participant’s Account balance by the distribution period in the Uniform Lifetime Table set forth in Treasury Regulations Section 1.401(a)(9)-9, using the Participant’s age as of the Participant’s birthday in the distribution calendar year; or,

(B) If the Participant’s sole Designated Beneficiary for the distribution calendar year is the Participant’s spouse, the quotient obtained by dividing the Participant’s Account balance by the number in the Joint and Last Survivor Table set forth in Treasury Regulations Section 1.401(a)(9)-9, using the Participant’s and spouse’s attained ages as of the Participant’s and spouse’s birthdays in the distribution calendar year.

(2) Lifetime Required Minimum Distributions Continue Through Year of Participant’s Death. Required minimum distributions will be determined under this subsection 7.14(b) beginning with the first distribution calendar year and up to and including the distribution calendar year that includes the Participant’s date of death.

(c) Required Minimum Distributions After Participant’s Death.

(1) Death On or After Date Distributions Begin.

(A) Participant Survived By Designated Beneficiary. If the Participant dies on or after the date distributions begin and there is a Designated Beneficiary, the minimum amount that will be distributed for each distribution calendar year after the year of the Participant’s death is the quotient obtained by dividing the Participant’s Account balance by the longer of the remaining life expectancy of the Participant or the remaining life expectancy of the Participant’s Designated Beneficiary, determined as follows:

(i) The Participant’s remaining life expectancy is calculated using the age of the Participant in the year of death, reduced by one for each subsequent year.
(ii) If the Participant’s surviving spouse is the Participant’s sole Designated Beneficiary, the remaining life expectancy of the surviving spouse is calculated for each distribution calendar year after the year of the Participant’s death using the surviving spouse’s age as of the spouse’s birthday in that year. For distribution calendar years after the year of the surviving spouse’s death, the remaining life expectancy of the surviving spouse is calculated using the age of the surviving spouse as of the spouse’s birthday in the calendar year of the spouse’s death, reduced by one for each subsequent calendar year.

(iii) If the Participant’s surviving spouse is not the Participant’s sole Designated Beneficiary, the Designated Beneficiary’s remaining life expectancy is calculated using the age of the Designated Beneficiary in the year following the year of the Participant’s death, reduced by one for each subsequent year.

(B) No Designated Beneficiary. If the Participant dies on or after the date distributions begin and there is no Designated Beneficiary as of September 30 of the year after the year of the Participant’s death, the minimum amount that will be distributed for each distribution calendar year after the year of the Participant’s death is the quotient obtained by dividing the Participant’s Account balance by the Participant’s remaining life expectancy calculated using the age of the Participant in the year of death, reduced by one for each subsequent year.

(d) Death Before Date Distributions Begin.

(1) Participant Survived by Designated Beneficiary. If the Participant dies before the date distributions begin and there is a Designated Beneficiary, the minimum amount that will be distributed for each distribution calendar year after the year of the Participant’s death is the quotient obtained by dividing the Participant’s Account balance by the remaining life expectancy of the Participant’s Designated Beneficiary, determined as provided in subsection 7.14(c)(1).

(2) No Designated Beneficiary. If the Participant dies before the date distributions begin and there is no Designated Beneficiary as of September 30 of the year following the year of the Participant’s death, distributions of the Participant’s entire interest will be completed by December 31 of the calendar year containing the fifth anniversary of the Participant’s death.

(3) Death of Surviving Spouse Before Distributions to Surviving Spouse are Required to Begin. If the Participant dies before the date distributions begin, the Participant’s surviving spouse is the Participant’s sole Designated Beneficiary, and the surviving spouse dies before distributions are required to begin to the surviving spouse as provided under subsection
7.14(a)(1), this subsection 7.14(d) will apply as if the surviving spouse were the Participant.

(e) Definitions.

(1) **Designated Beneficiary.** The individual who is designated as the Beneficiary under Section 1.3 of the Plan and is the Designated Beneficiary under Code Section 401(a)(9) and Treasury Regulations Section 1.401(a)(9)-4.

(2) **Distribution calendar year.** A calendar year for which a minimum distribution is required. For distributions beginning before the Participant’s death, the first distribution calendar year is the calendar year immediately preceding the calendar year which contains the Participant’s Required Beginning Date. For distributions beginning after the Participant’s death, the first distribution calendar year is the calendar year in which distributions are required to begin under subsection 7.14(a). The required minimum distribution for the Participant’s first distribution calendar year will be made on or before the Participant’s Required Beginning Date. The required minimum distribution for other distribution calendar years, including the required minimum distribution for the distribution calendar year in which the Participant’s Required Beginning Date occurs, will be made on or before December 31 of that distribution calendar year.

(3) **Life expectancy.** Life expectancy as computed by use of the Single Life Table in Treasury Regulations Section 1.401(a)(9)-9.

(4) **Participant’s Account balance.** The Account balance as of the last valuation date in the calendar year immediately preceding the distribution calendar year (valuation calendar year) increased by the amount of any contributions made and allocated or forfeitures allocated to the Account balance as of dates in the valuation calendar year after the valuation date and decreased by distributions made in the valuation calendar year after the valuation date. The Account balance for the valuation calendar year includes any amounts rolled over or transferred to the Plan either in the valuation calendar year or in the distribution calendar year if distributed or transferred in the valuation calendar year.

(5) **Required Beginning Date.** The entire interest of each Participant will be distributed beginning no later than April 1 following the later of the calendar year in which the Participant attains age 70½ or the calendar year in which the Participant retires.
IN WITNESS WHEREOF, the Employer has caused this 457(b) Plan for Tulsa Community College to be executed this ___ day of __________, 2015, effective January 1, 2016.

TULSA COMMUNITY COLLEGE

By: ____________________________

Title: ____________________________
III. NEW BUSINESS
Community Relations Report
October 15, 2015

C. Community Relations Report

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

________________________________________    _________________________________________
Chairman, TCC Board of Regents                  Secretary, TCC Board of Regents
III. NEW BUSINESS
Personnel Report
October 15, 2015

D. Personnel Report

1. Information Items

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College
Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents
III. NEW BUSINESS
Personnel Report
October 15, 2015

2. Consent Agenda

President Goodson recommends consent from the Board of Regents on the following items:

APPOINTMENTS

Appointments of Full-time Faculty and Full-time Professional at pay grade 18 and above made since the last meeting of the Board of Regents of Tulsa Community College. See Addendum for the list of appointments.

RESIGNATIONS

Resignations of Full-time Faculty and Professional employees submitted since the last meeting of the Board of Regents of Tulsa Community College. See Addendum for the list of resignation(s).

(continued)

MOTION: ______________________
SECOND: _____________________

ROLL CALL VOTE:

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CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
III. NEW BUSINESS
Personnel Report
October 15, 2015

3. Consent Agenda (continued)

FACULTY RECLASSIFICATIONS

Reclassifications of qualified full-time faculty for salary increases based on continuing educational achievement. See Addendum for the list of recommendations.

Addendum Attached

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents          Secretary, TCC Board of Regents
**ADDENDUM FOR PERSONNEL CONSENT ITEMS:**

**APPOINTMENTS:**

Eunice Tarver, Assistant Vice President Diversity & Inclusion  
Northeast Campus  
Appointment Date: October 19, 2015  
Salary: $90,000.00

Eileen Kenney, Assistant Vice President Enrollment Management  
West Campus  
Appointment Date: November 1, 2015  
Salary: $90,000.00

**RESIGNATION:**

Craig Prosser, NAC Program Coordinator  
Northeast Campus  
Date: October 15, 2015

**FACULTY RECLASSIFICATIONS:**

The following full-time faculty members are qualified for reclassification and salary adjustment for the 2015-2016 academic year.

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<td>12 Hours Beyond Master’s Degree</td>
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<td>Associate Professor/Physical Education</td>
<td>$59,521.81</td>
<td>$61,902.68</td>
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<td>Rachel Longacre</td>
<td>Range B</td>
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<td>Assistant Professor/Dental Hygiene</td>
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<td>Sylvia Muse</td>
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<td>$51,247.09</td>
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<td>Range III</td>
<td>Range V</td>
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<td>Assistant Professor/Biology</td>
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III. NEW BUSINESS
Personnel Report
October 15, 2015

3. Recommendation for Approval of Early Notice Incentive Program

The administration recommends approval of an Early Notice Incentive Program. The Early Notice Incentive Program will allow the College to effectively recruit, hire and prepare for the 2017 academic year. The incentive would offer a one-time payment of $2,000 to a full-time employee who submits an irrevocable letter of retirement by January 15, 2016, and retires between May 1, 2016 and September 1, 2016.

(attachment)

MOTION: ____________________  
SECOND: ____________________  

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CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

______________________________  ______________________________
Chairman, TCC Board of Regents  Secretary, TCC Board of Regents
Early Notice Incentive

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

The Early Notice Incentive will be $2,000.00 for employees who meet the following criteria:

- Eligible to retire based on OTRS eligibility rules;
- Submit an irrevocable letter of retirement no later than January 15, 2016 at 5:00 p.m. to the Chief Human Resources Officer;
- Submit the Intent to Participate in the Early Notice Incentive form with the irrevocable letter of retirement;
- Retire between May 1, 2016 and September 1, 2016.

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

Name________________________________________ CWID____________________

Position Title___________________________________________________________

Department__________________________________________ Campus___________

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

- Eligible to retire based on OTRS eligibility rules;
- Submit an irrevocable letter of retirement no later than January 15, 2016 at 5:00 p.m. to the Chief Human Resources Officer;
- Submit the Intent to Participate in the Early Notice Incentive form with the irrevocable letter of retirement;
- Retire between May 1, 2016 and September 1, 2016.

I understand the Early Notice Incentive 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_____________________________________________________

--------------------------------------------------------------------------------

Received by Chief Human Resources Officer:______________________________

Eligibility Confirmed and Processed:_______________________________________
III. NEW BUSINESS
Construction & Parking Report
October 15, 2015

E. Construction & Parking Report

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents

Secretary, TCC Board of Regents
III. NEW BUSINESS
Financial Report
October 15, 2015

F. Financial Report

1. Recommendation Regarding Purchase Item Agreements

   a. Purchase of Store Fixtures

Authorization is requested to enter into a contract for the purchase of store fixtures for the Southeast Campus bookstore.

The Finance Committee recommends award of the contract to OPTO International, Inc. in the amount of $143,092 as a sole source purchase.

MOTION FROM FINANCE COMMITTEE FOR APPROVAL

NO SECOND NEEDED

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Chairman, TCC Board of Regents    Secretary, TCC Board of Regents
III. NEW BUSINESS
Financial Report
October 15, 2015

b. Lease of Microcomputers

Authorization is requested to enter into a contract for a four-year lease of microcomputers for administrative offices at all campuses. This purchase consists of one thousand, three hundred eighty-one (1,381) Hewlett Packard desktop commercial computers and laptop accessories.

The Finance Committee recommends award of the contract to Government Connection (financed through a third-party vendor, Insight Investments) in the amount of $1,302,321 under Educational and Institutional Cooperative Consortium Contract No. CNR01141.

MOTION FROM FINANCE COMMITTEE FOR APPROVAL

NO SECOND NEEDED

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Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
III. NEW BUSINESS
Financial Report
October 15, 2015

2. Recommendation for the Approval of the Agreement for the Local Development Act-Tax Exemption between the City of Tulsa and Tulsa Community College for 522 S Boston, The Meridia, LLC

MOTION FROM FINANCE COMMITTEE FOR APPROVAL

NO SECOND NEEDED

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______________________________  ______________________________
Chairman, TCC Board of Regents  Secretary, TCC Board of Regents
### NEW BUSINESS

Financial Report
October 15, 2015

III. **NEW BUSINESS**

#### Financial Report

October 15, 2015

3. Recommendation for the Approval of the Agreement for the Local Development Act-Tax Exemption between the City of Tulsa and Tulsa Community College for 211 W 3rd Street, One Place Investment, LLC

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**MOTION FROM FINANCE COMMITTEE FOR APPROVAL**

**NO SECOND NEEDED**

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**CERTIFICATION:**

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents
III. NEW BUSINESS
Financial Report
October 15, 2015

4. Recommendation for the Approval of the Agreement for the Local Development Act-Tax Exemption between the City of Tulsa and Tulsa Community College for 400 S Boston, LLC

MOTION FROM FINANCE COMMITTEE FOR APPROVAL

NO SECOND NEEDED

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Chairman, TCC Board of Regents

Secretary, TCC Board of Regents
III. NEW BUSINESS
Financial Report
October 15, 2015

5. Recommendation for the Approval of the Agreement for the Local Development Act-Tax Exemption between the City of Tulsa and Tulsa Community College for 420 E. Archer Street, Woodland Park Associates

MOTION FROM FINANCE COMMITTEE FOR APPROVAL
NO SECOND NEEDED

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CERTIFICATION:

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Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
III. NEW BUSINESS
Financial Report
October 15, 2015

6. Recommendation for Approval of the 2014-2015 Audit

The 2014-2015 annual audit, performed by Crowe Horwath LLC, pursuant to the authorization granted by the Tulsa Community College Regents, has been completed. The Finance Committee recommends acceptance of this audit.

MOTION FROM FINANCE COMMITTEE FOR APPROVAL

NO SECOND NEEDED

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_____________________________  _______________________________
Chairman, TCC Board of Regents  Secretary, TCC Board of Regents
III. NEW BUSINESS
Financial Report
October 15, 2015


Attached is the monthly financial report for September 2015. It is recommended by the Finance Committee that it be approved as presented.

MOTION FROM FINANCE COMMITTEE FOR APPROVAL

NO SECOND NEEDED

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CERTIFICATION:

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Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
TULSA COMMUNITY COLLEGE

TABLE OF CONTENTS

SCHEDULE A: Revenue and Expenditures Comparison
   Educational & General

SCHEDULE B: Expenditure Summary by
   Category

SCHEDULE E: Statement of Revenue,
   Expenditures and Campus Store Equity
# TULSA COMMUNITY COLLEGE

## STATEMENT OF REVENUE AND EXPENDITURES COMPARISON

FOR THE PERIOD ENDING SEPTEMBER 30, 2015 AND SEPTEMBER 30, 2014

### SEPTEMBER FY16 | SEPTEMBER FY15
--- | --- | --- | --- | --- | --- | ---
**Revenue** | | | | **Percent of** | **Percent of** | **$ Change** | **Percent**
| Education & General | | | | Budget | Year to date | Budget | Year to date | Budget | Year to date | Change | Change |
| State Appropriations | $36,600,023 | $7,882,509 | 21.5% | $37,689,803 | $9,711,688 | 25.8% | $1,829,179 | -18.8% |
| Revolving Fund | 2,839,046 | 1,164,981 | 41.0% | 2,520,429 | 1,121,742 | 44.5% | 43,239 | 3.9% |
| Resident Tuition | 27,636,535 | 12,822,434 | 46.4% | 29,552,922 | 12,749,504 | 43.1% | 72,929 | 0.6% |
| Non-Resident Tuition | 2,578,634 | 1,217,325 | 47.2% | 2,473,585 | 1,132,024 | 45.8% | 43,239 | 3.9% |
| Student Fees | 6,180,408 | 2,744,655 | 44.4% | 6,334,074 | 2,740,291 | 43.3% | 4,364 | 0.2% |
| Local Appropriations | 37,683,613 | 5,500,000 | 14.6% | 36,912,149 | 5,500,000 | 14.9% | 0 | 0.0% |
| Total | $113,518,259 | $31,331,903 | 27.6% | $115,482,962 | $32,955,249 | 28.5% | $1,623,346 | -4.9% |

### Auxiliary Enterprises

| | | | | | | | | | | | |
| Campus Store | $8,816,213 | $3,444,710 | 39.1% | $8,498,821 | $3,844,674 | 45.2% | $399,964 | -10.4% |
| Student Activities | 7,745,885 | 1,747,158 | 22.6% | 7,773,913 | 1,828,940 | 23.5% | (81,783) | -4.5% |
| Total | $19,033,517 | $6,217,837 | 32.7% | $18,847,415 | $6,740,383 | 35.8% | $522,546 | -7.8% |

### Restricted

| | | | | | | | | | | | |
| Institutional Grants | $7,332,911 | $1,603,007 | 20.7% | $7,947,090 | $1,743,195 | 21.9% | $140,187 | -8.0% |
| State Student Grants | 4,392,014 | 26,515 | 0.6% | 3,763,651 | 159,511 | 4.2% | (132,996) | -83.4% |
| Total | $12,124,925 | $1,629,522 | 13.4% | $11,710,741 | $1,902,706 | 16.2% | $273,183 | -14.4% |

### TOTAL REVENUE

| | | | | | | | | | | | |
| TOTAL REVENUE | $144,676,701 | $39,179,262 | 27.1% | $146,041,118 | $41,598,338 | 28.5% | $2,419,076 | -5.8% |

### Expenditures

| | | | | | | | | | | | |
| Instruction | $47,642,238 | $8,109,782 | 17.0% | $55,636,690 | $9,975,306 | 17.9% | $1,656,524 | -18.7% |
| Public Service | 544,020 | 31,208 | 5.7% | 1,886,885 | 81,578 | 4.3% | (50,370) | -61.7% |
| Academic Support | 20,099,642 | 4,696,645 | 23.4% | 10,290,476 | 1,902,632 | 18.5% | 2,794,013 | 146.8% |
| Student Services | 9,029,409 | 1,988,093 | 22.1% | 13,144,014 | 2,969,266 | 22.8% | (998,176) | -33.3% |
| Institutional Support | 14,079,500 | 3,735,269 | 26.5% | 14,601,306 | 3,898,828 | 26.7% | (163,599) | -4.2% |
| Operation/ Maintenance of Plant | 16,307,411 | 3,620,761 | 22.2% | 14,601,306 | 3,898,828 | 26.7% | (163,599) | -4.2% |
| Tuition Waivers | 3,375,756 | 4,285,316 | 42.8% | 4,294,440 | 1,570,619 | 36.6% | 205,302 | 13.1% |
| Scholarships | 4,145,100 | 2,439,017 | 41.6% | 8,498,821 | 3,844,674 | 45.2% | (434,415) | -12.6% |
| Total | $115,223,076 | $25,503,943 | 22.1% | $117,807,708 | $25,814,116 | 21.9% | $310,173 | -1.2% |

### Auxiliary Enterprises

| | | | | | | | | | | | |
| Campus Store | $7,241,877 | $3,014,016 | 41.6% | $8,498,821 | $3,448,432 | 40.6% | (121,009) | -7.0% |
| Student Activities | 7,736,844 | 729,506 | 9.4% | 10,133,554 | 1,322,302 | 13.0% | (592,796) | -4.4% |
| Total | $17,417,738 | $4,285,316 | 24.6% | $117,807,708 | $5,346,510 | 25.0% | $1,061,194 | -19.8% |

### Restricted

| | | | | | | | | | | | |
| Institutional Grants | $7,732,911 | $1,603,007 | 20.9% | $7,947,090 | $1,739,187 | 21.9% | (121,009) | -7.0% |
| State Student Grants | 4,392,014 | 26,515 | 0.6% | 3,763,651 | 1,902,632 | 18.5% | (412,548) | -29.7% |
| Total | $12,124,925 | $1,629,522 | 13.4% | $11,710,741 | $1,902,706 | 16.2% | $273,183 | -14.4% |

### TOTAL EXPENDITURES

<p>| | | | | | | | | | | | |
| | | | | | | | | | | | |
| TOTAL EXPENDITURES | $144,765,739 | $32,385,048 | 22.4% | $150,937,254 | $34,289,971 | 22.7% | $1,904,923 | -5.6% |</p>
<table>
<thead>
<tr>
<th>Category</th>
<th>SEPTEMBER FY16</th>
<th></th>
<th>SEPTEMBER FY15</th>
<th></th>
<th>$ Change</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>Year to date</td>
<td>Percent of</td>
<td>Budget</td>
<td>Year to date</td>
<td>Percent of</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Budget</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EDUCATION AND GENERAL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries &amp; Wages</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty</td>
<td>$18,288,189</td>
<td>$2,939,634</td>
<td>16.1%</td>
<td>$18,693,488</td>
<td>$3,022,838</td>
<td>16.2%</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>12,893,590</td>
<td>2,218,462</td>
<td>17.2%</td>
<td>13,220,130</td>
<td>2,577,399</td>
<td>19.5%</td>
</tr>
<tr>
<td>Professional</td>
<td>11,599,149</td>
<td>2,885,297</td>
<td>24.9%</td>
<td>12,544,963</td>
<td>3,004,595</td>
<td>24.0%</td>
</tr>
<tr>
<td>Classified Exempt</td>
<td>4,479,153</td>
<td>1,010,603</td>
<td>22.6%</td>
<td>4,302,724</td>
<td>987,985</td>
<td>23.0%</td>
</tr>
<tr>
<td>Classified Hourly</td>
<td>14,440,059</td>
<td>2,846,601</td>
<td>19.7%</td>
<td>15,438,720</td>
<td>2,992,328</td>
<td>19.4%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$61,700,140</td>
<td>$11,900,598</td>
<td>19.3%</td>
<td>$64,200,025</td>
<td>$12,585,146</td>
<td>19.6%</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Services</td>
<td>3,522,742</td>
<td>448,575</td>
<td>12.7%</td>
<td>3,749,510</td>
<td>446,965</td>
<td>11.9%</td>
</tr>
<tr>
<td>Operating Services</td>
<td>14,883,965</td>
<td>3,771,679</td>
<td>25.3%</td>
<td>13,066,210</td>
<td>3,654,280</td>
<td>28.0%</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>1,875,717</td>
<td>311,178</td>
<td>16.6%</td>
<td>1,917,792</td>
<td>267,134</td>
<td>13.9%</td>
</tr>
<tr>
<td>Travel</td>
<td>750,533</td>
<td>110,564</td>
<td>14.7%</td>
<td>779,479</td>
<td>112,315</td>
<td>14.4%</td>
</tr>
<tr>
<td>Utilities</td>
<td>2,015,900</td>
<td>403,552</td>
<td>20.0%</td>
<td>2,035,000</td>
<td>392,682</td>
<td>19.3%</td>
</tr>
<tr>
<td>Tuition Waivers</td>
<td>3,375,756</td>
<td>1,536,265</td>
<td>45.5%</td>
<td>3,261,600</td>
<td>1,513,529</td>
<td>46.4%</td>
</tr>
<tr>
<td>Scholarships</td>
<td>4,145,100</td>
<td>1,775,920</td>
<td>42.8%</td>
<td>4,294,440</td>
<td>1,570,619</td>
<td>36.6%</td>
</tr>
<tr>
<td>Furniture &amp; Equipment</td>
<td>906,144</td>
<td>536,456</td>
<td>59.2%</td>
<td>1,740,458</td>
<td>449,815</td>
<td>25.8%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$115,223,076</td>
<td>$25,503,943</td>
<td>22.1%</td>
<td>$117,807,708</td>
<td>$25,814,116</td>
<td>21.9%</td>
</tr>
</tbody>
</table>
## EXPENDITURE SUMMARY BY CATEGORY

FOR THE PERIOD ENDING SEPTEMBER 30, 2015 AND SEPTEMBER 30, 2014

### CAMPUS STORE

<table>
<thead>
<tr>
<th>Budget</th>
<th>Year to date</th>
<th>Percent of Budget</th>
<th>$ Change</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional &amp; Classified Exempt</td>
<td>$306,629</td>
<td>$82,460</td>
<td>26.9%</td>
<td>$18,735</td>
</tr>
<tr>
<td>Classified Hourly</td>
<td>599,206</td>
<td>118,985</td>
<td>19.9%</td>
<td>(33,642)</td>
</tr>
<tr>
<td>Total Salaries &amp; Wages</td>
<td>$905,835</td>
<td>$201,445</td>
<td>22.2%</td>
<td>($14,907)</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td>$320,542</td>
<td>$61,381</td>
<td>19.1%</td>
<td>($10,141)</td>
</tr>
<tr>
<td>Professional Services</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td>-</td>
</tr>
<tr>
<td>Operating Services</td>
<td>180,500</td>
<td>4,996</td>
<td>2.8%</td>
<td>(24,877)</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>-</td>
<td>92</td>
<td>0.0%</td>
<td>92</td>
</tr>
<tr>
<td>Travel</td>
<td>15,000</td>
<td>102</td>
<td>0.7%</td>
<td>(154)</td>
</tr>
<tr>
<td>Utilities</td>
<td>40,000</td>
<td>5,605</td>
<td>14.0%</td>
<td>151</td>
</tr>
<tr>
<td>Items for Resale - Campus Store</td>
<td>5,780,000</td>
<td>2,740,395</td>
<td>47.4%</td>
<td>(380,708)</td>
</tr>
<tr>
<td>Furniture &amp; Equipment</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td>(3,871)</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$7,241,877</td>
<td>$3,014,016</td>
<td>41.6%</td>
<td>($434,415)</td>
</tr>
</tbody>
</table>

### STUDENT ACTIVITIES

<table>
<thead>
<tr>
<th>Budget</th>
<th>Year to date</th>
<th>Percent of Budget</th>
<th>$ Change</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional</td>
<td>$564,340</td>
<td>$141,915</td>
<td>25.1%</td>
<td>$5,151</td>
</tr>
<tr>
<td>Classified Hourly</td>
<td>808,166</td>
<td>133,772</td>
<td>16.6%</td>
<td>(17,048)</td>
</tr>
<tr>
<td>Total Salaries &amp; Wages</td>
<td>$1,372,506</td>
<td>$275,687</td>
<td>20.1%</td>
<td>($11,897)</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td>$396,565</td>
<td>$111,182</td>
<td>28.0%</td>
<td>($5,404)</td>
</tr>
<tr>
<td>Professional Services</td>
<td>39,260</td>
<td>3,790</td>
<td>9.7%</td>
<td>1,190</td>
</tr>
<tr>
<td>Operating Services</td>
<td>220,766</td>
<td>54,093</td>
<td>24.5%</td>
<td>(1,851)</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>215,000</td>
<td>71,756</td>
<td>33.4%</td>
<td>24,271</td>
</tr>
<tr>
<td>Travel</td>
<td>104,920</td>
<td>2,535</td>
<td>2.4%</td>
<td>4,532</td>
</tr>
<tr>
<td>Utilities</td>
<td>-</td>
<td>11,547</td>
<td>0.0%</td>
<td>18,874</td>
</tr>
<tr>
<td>Items for Resale</td>
<td>90,000</td>
<td>11,204</td>
<td>12.4%</td>
<td>(19,421)</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$2,439,017</td>
<td>$541,793</td>
<td>22.2%</td>
<td>($33,983)</td>
</tr>
</tbody>
</table>

### OTHER AUXILIARY ENTERPRISES

<table>
<thead>
<tr>
<th>Budget</th>
<th>Year to date</th>
<th>Percent of Budget</th>
<th>$ Change</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional</td>
<td>$82,000</td>
<td>$33,928</td>
<td>41.4%</td>
<td>$20,000</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>146,713</td>
<td>60,139</td>
<td>41.0%</td>
<td>(1,494)</td>
</tr>
<tr>
<td>Classified Hourly</td>
<td>320,000</td>
<td>41,342</td>
<td>12.9%</td>
<td>(7,826)</td>
</tr>
<tr>
<td>Total Salaries &amp; Wages</td>
<td>$548,713</td>
<td>$135,409</td>
<td>24.7%</td>
<td>$10,680</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td>$65,613</td>
<td>$23,562</td>
<td>35.9%</td>
<td>$6,880</td>
</tr>
<tr>
<td>Professional Services</td>
<td>398,000</td>
<td>100,181</td>
<td>25.2%</td>
<td>521</td>
</tr>
<tr>
<td>Operating Services</td>
<td>3,847,418</td>
<td>239,060</td>
<td>6.2%</td>
<td>(597,969)</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>-</td>
<td>69,580</td>
<td>0.0%</td>
<td>1,490</td>
</tr>
<tr>
<td>Travel</td>
<td>-</td>
<td>4,843</td>
<td>0.0%</td>
<td>-</td>
</tr>
<tr>
<td>Utilities</td>
<td>870,000</td>
<td>151,332</td>
<td>17.4%</td>
<td>(6,978)</td>
</tr>
<tr>
<td>Scholarship &amp; Refunds</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bond Principal and Expense</td>
<td>2,000,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Furniture &amp; Equipment</td>
<td>-</td>
<td>5,018</td>
<td>0.0%</td>
<td>(19,702)</td>
</tr>
<tr>
<td>Items for Resale</td>
<td>7,100</td>
<td>521</td>
<td>7.3%</td>
<td>(969)</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$7,736,844</td>
<td>$722,586</td>
<td>9.4%</td>
<td>($592,796)</td>
</tr>
</tbody>
</table>
TULSA COMMUNITY COLLEGE-CAMPUS STORE
STATEMENT OF REVENUE, EXPENDITURES AND CAMPUS STORE EQUITY
FOR THE THREE MONTH ENDING SEPTEMBER 30, 2015 AND SEPTEMBER 30, 2014

<table>
<thead>
<tr>
<th></th>
<th>SEPTEMBER FY16</th>
<th>Percent of</th>
<th>SEPTEMBER FY15</th>
<th>Percent of</th>
<th>Increase/ (Decrease)</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Current Year</td>
<td>Sales</td>
<td>Prior Year</td>
<td>Sales</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Textbooks, Supplies, and Soft Goods</td>
<td>$3,465,458</td>
<td>100.0%</td>
<td>$3,856,879</td>
<td>100.0%</td>
<td>($391,421)</td>
<td>-10.1%</td>
</tr>
<tr>
<td>Total Sales</td>
<td>$3,465,458</td>
<td>100.0%</td>
<td>$3,856,879</td>
<td>100.0%</td>
<td>($391,421)</td>
<td>-10.1%</td>
</tr>
<tr>
<td>Less: Cost of Goods Sold</td>
<td>$2,653,047</td>
<td>76.6%</td>
<td>$3,019,109</td>
<td>78.3%</td>
<td>($366,062)</td>
<td>-12.1%</td>
</tr>
<tr>
<td>Gross Income/(Loss) on Sales</td>
<td>$812,411</td>
<td>23.4%</td>
<td>$837,770</td>
<td>21.7%</td>
<td>($25,360)</td>
<td>-3.0%</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Selling Expenses</td>
<td>$201,445</td>
<td>5.8%</td>
<td>$216,352</td>
<td>5.6%</td>
<td>($14,907)</td>
<td>-6.9%</td>
</tr>
<tr>
<td>Total Selling Expense</td>
<td>$201,445</td>
<td>5.8%</td>
<td>$216,352</td>
<td>5.6%</td>
<td>($14,907)</td>
<td>-6.9%</td>
</tr>
<tr>
<td>Administrative Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel Benefits</td>
<td>$61,381</td>
<td>1.8%</td>
<td>$71,522</td>
<td>1.9%</td>
<td>($10,141)</td>
<td>-14.2%</td>
</tr>
<tr>
<td>Travel</td>
<td>$102</td>
<td>0.0%</td>
<td>$256</td>
<td>0.0%</td>
<td>($154)</td>
<td>-60.2%</td>
</tr>
<tr>
<td>Operating Expense</td>
<td>$10,693</td>
<td>0.3%</td>
<td>$35,327</td>
<td>0.9%</td>
<td>($24,634)</td>
<td>-69.7%</td>
</tr>
<tr>
<td>Total Administrative Expense</td>
<td>$72,176</td>
<td>2.1%</td>
<td>$107,105</td>
<td>2.8%</td>
<td>($34,929)</td>
<td>-32.6%</td>
</tr>
<tr>
<td>Total Selling and Administrative Expense</td>
<td>$273,621</td>
<td>7.9%</td>
<td>$323,457</td>
<td>8.4%</td>
<td>($49,836)</td>
<td>-15.4%</td>
</tr>
<tr>
<td>Net Selling Income/(Loss)</td>
<td>$538,790</td>
<td>15.5%</td>
<td>$514,313</td>
<td>13.3%</td>
<td>$24,476</td>
<td>4.8%</td>
</tr>
<tr>
<td>Other Income/(Loss)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commission Income</td>
<td>$8,079</td>
<td>0.2%</td>
<td>$14,735</td>
<td>0.4%</td>
<td>($6,656)</td>
<td>-45.2%</td>
</tr>
<tr>
<td>Other Expense</td>
<td>($8,079)</td>
<td>0.0%</td>
<td>($14,735)</td>
<td>0.4%</td>
<td>($6,656)</td>
<td>-45.2%</td>
</tr>
<tr>
<td>Net Income/(Loss)</td>
<td>$546,868</td>
<td>15.8%</td>
<td>$529,048</td>
<td>13.7%</td>
<td>$17,820</td>
<td>3.4%</td>
</tr>
<tr>
<td>Equity Balance July 1, 2015</td>
<td>$6,734,225</td>
<td></td>
<td>$6,689,507</td>
<td></td>
<td>$44,717</td>
<td>0.7%</td>
</tr>
<tr>
<td>Equity Balance September 30, 2015</td>
<td>$7,281,093</td>
<td></td>
<td>$7,218,556</td>
<td></td>
<td>$62,537</td>
<td>0.9%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Current Year</th>
<th>Prior Year</th>
<th>Increase/ (Decrease)</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inventory July 1, 2015</td>
<td>$1,644,716</td>
<td>$1,149,590</td>
<td>$495,126</td>
<td>43.1%</td>
</tr>
<tr>
<td>Purchases</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Textbooks, Supplies, and Soft Goods</td>
<td>$3,191,336</td>
<td>$3,762,890</td>
<td>($571,554)</td>
<td>-15.2%</td>
</tr>
<tr>
<td>Total Purchases</td>
<td>$3,191,336</td>
<td>$3,762,890</td>
<td>($571,554)</td>
<td>-15.2%</td>
</tr>
<tr>
<td>Freight-In</td>
<td>$30,238</td>
<td>$105,446</td>
<td>($75,209)</td>
<td>-71.2%</td>
</tr>
<tr>
<td>Cost of Goods Available for Sale</td>
<td>$4,866,290</td>
<td>$5,017,927</td>
<td>($151,637)</td>
<td>-3.0%</td>
</tr>
<tr>
<td>Deduct Inventory September 30, 2015</td>
<td>$2,213,243</td>
<td>$1,998,818</td>
<td>$214,425</td>
<td>10.7%</td>
</tr>
<tr>
<td>Cost of Goods Sold</td>
<td>$2,653,047</td>
<td>$3,019,109</td>
<td>($366,062)</td>
<td>-12.1%</td>
</tr>
</tbody>
</table>
III. NEW BUSINESS
Other New Business
October 15, 2015

G. Other New Business

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

________________________________________  ________________________________________
Chairman, TCC Board of Regents               Secretary, TCC Board of Regents
III. NEW BUSINESS
Persons Who Desire to
Come Before the Board
October 15, 2015

H. 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.

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College
Board of Regents.

Chairman, TCC Board of Regents       Secretary, TCC Board of Regents
III. NEW BUSINESS
Executive Session
October 15, 2015

I. Executive Session

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

1. Confidential Report by College Legal Counsel Concerning Pending Litigation, Investigations and Claims.

MOTION: ______________________
SECOND: ______________________

ROLL CALL VOTE:

<table>
<thead>
<tr>
<th>NAME OF REGENT</th>
<th>YES</th>
<th>NO</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEONARD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CORNELL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BALLenger</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GARBER</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOONEY</td>
<td></td>
<td></td>
<td></td>
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CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
III. NEW BUSINESS
Executive Session
October 15, 2015

I. Executive Session
(continued)

1. Confidential Report by College Legal Counsel Concerning Pending Litigation, Investigations and Claims.

MOTION: _____________________
SECOND: _____________________

ROLL CALL VOTE:

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Chairman, TCC Board of Regents
Secretary, TCC Board of Regents
IV. ADJOURNMENT

October 15, 2015

IV. ADJOURNMENT

The next regular meeting of the Tulsa Community College Board of Regents will be held on Thursday, November 19, 3:00 p.m., in Room 1315 of the Northeast Campus, 3727 East Apache, Tulsa, Oklahoma.

CERTIFICATION:

I certify that the above is a true and accurate record of the Tulsa Community College Board of Regents.

Chairman, TCC Board of Regents                        Secretary, TCC Board of Regents