



**Tulsa Community College  
Regular Meeting of the Board of Regents**

**MINUTES**

The regular meeting of the Board of Regents of Tulsa Community College was held on **Thursday, February 15, 2018 at 3:00 p.m. at Southeast Campus.**

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

Board Members Absent: None

Others Present:                   President Leigh B. Goodson  
  Clerk for the Board  
  College Administrators  
  Faculty and Staff  
  Legal Counsel

**CALL TO ORDER**

Board Chair, Paul Cornell, called the meeting to order at 3:00 p.m.

President Goodson confirmed compliance with the Open Meetings Act.

**ROLL CALL**

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

**APPROVAL OF THE MINUTES**

A **motion** was made by Regent McKamey and seconded by Regent Mitchell to approve the minutes of the special meeting of the Tulsa Community College Board of Regents held on Thursday, January 18, 2018 as presented. The Chair called for a vote. **Motion carried unanimously by voice vote.**

A **motion** was made by Regent Looney and seconded by Regent Combs to approve the minutes of the regular meeting of the Tulsa Community College Board of Regents held on Thursday, January 18, 2018 as presented. The Chair called for a vote. **Motion carried unanimously by voice vote.**

## **CARRYOVER ITEMS**

There were no carryover items.

## **PRESIDENT'S REPORT**

- Kevin David, Associate Vice President for Institutional Effectiveness and West Campus Provost, wrote a column for the *Tulsa World* about his participation in Leadership Tulsa's Good News Summit.
- TCC's Accounting degree program was featured in a *Tulsa World* article in January entitled "What Will Be One of the Most In-Demand Careers in Tulsa? Accountant." Department Faculty Chair Molly McFadden-May along with a TCC student majoring in accounting were interviewed for the article.
- KOTV, the media sponsor for Tulsa Sings!, announced the six vocal competition finalists who will perform with the Signature Symphony at TCC in April. *Tulsa World* also covered the announcement. In addition, the nice review of the "A Night at the Opera" concert from the *Tulsa World* was picked up by *The Hub* and the *League of American Orchestras* website.
- This month's *Tulsa People* featured a story about the launch of the Campus Pantry program at Metro, a pilot program in partnership with the Community Food Bank of Eastern Oklahoma.
- The McKeon Center for Creativity has an art exhibit through a partnership with the Chickasaw Nation. Annina Collier, Dean & GKFF Endowed Chair for the Center for Creativity, worked for two years in developing this project. She recently was on KTUL's Good Day Tulsa talking about the art exhibit and four workshops by Chickasaw artists this month that are free and open to the public.
- TCC will host BluePrint for high school seniors and their parents to learn more about Tulsa Achieves and will include a community Sustainability Conference. Both of these events were featured in television interviews and public affairs radio interviews.
- Chairperson Cornell, Dr. Kevin David, and President Goodson presented at the 2018 Community College Futures Assembly in Orlando. Being recognized as one of 10 finalists for the prestigious Bellwether Award was a tremendous opportunity to share what we are doing with Pathways and the progress we've made in just two short years

of implementation. Out of 150 to 200 applicants, only 30 are selected as finalists. TCC received ample positive feedback and created new connections with other community colleges.

- TCC will conduct mock Higher Learning Commission visits on April 16 and 17. This trial run will resemble the actual HLC visit on September 24-25, 2018, but will include only two peer reviewers instead of the approximately seven that will come to campus in September. You will be hearing more about this in the near future since one of the mock visits will be with the Regents.
- Regent Mitchell participated in this month's Afternoons of African-American Awareness. He shared his experience in the business industry and his role as a Regent during a conversation at Metro that was sponsored by the African-American Student Association and Student Life.

## **STUDENT SUCCESS UPDATE**

*Introduction by Dr. John Gibson, Provost, Southeast Campus*

Dr. Gibson introduced TCC students Kurt Bennett and Jonah Fujikawa, and TCC's Assistant Professor and Coordinator for Visual and Performing Arts, Mark Frank.

- Theatre major Kurt Bennett distributed a pamphlet for the musical "Big Fish" that he performed in during a November 2017 production. Mr. Bennett graduates from TCC in May 2018 and plans to pursue a career in theatre. He compared the differences of colleges he previously attended and TCC. TCC has well-rounded faculty specializing in a wealth of theatre and performing arts knowledge that include lighting, costumes, stage design, and production. TCC performs four productions every year, which allows students to apply what they learn throughout the academic year.
- Theatre and Psychology major Jonah Fujikawa spoke about his experience in the theatre department. Unsure of his decision to attend TCC after graduation, he took an acting and musical theatre class while a high school senior. Mr. Fujikawa applauded leadership and faculty for equipping students with tools they will need to be successful as a professional. He plans to attend Texas State University after graduation.

### **1. Success Beyond the Classroom – Theatre Arts Productions**

*Presented by Mark Frank, Assistant Professor and Coordinator, Visual and Performing Arts*

Professor Mark Frank spoke before the Board about TCC's theatre program.

- A few days after a production, students meet with faculty and staff to assess the production and give feedback, which is then used to verify learning outcomes are met.

- Professor Frank came to TCC in 2013. At that time, TCC had nine theatre majors and three graduates. As of Fall 2017, TCC has 85 majors and 17 will graduate. Program mapping is a key factor in the success of the program, as well as vigorous recruiting. He estimates that a majority of theatre students are Tulsa Achieves students. In addition, for the past four years TCC hosted the Oklahoma Thespian Festival on campus which attracts 500 high school students and 40 colleges. TCC is the only school in the state to host the event. Also, Professor Frank maintains networking connections with high school theatre directors in Tulsa.
- In addition to an acting career, degrees in theatre can lead to other areas including law school, because it teaches students to think quickly, articulate well, and analyze verbal communication.

## **ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT**

*Presented by Regent Ballenger*

- The committee met on February 8. Eileen Kenney gave an update on spring enrollment; Cindy Hess discussed technical center transfer progress; and Eunice Tarver discussed the status of the equity scorecard.
- The Regents' meeting with USC consultants will occur at 8:30 and 9:30 on March 13.

### **1. Changes in Academic Programs**

#### **Attachment – Changes in Academic Programs**

A **motion** was made by the Academic Affairs and Student Success Committee to approve the changes in academic programs. The Chair called for a vote.

**Motion carried unanimously by voice vote.**

## **COMMUNITY RELATIONS REPORT**

*Presented by Regent McKamey*

- Step Up Oklahoma, a nonpartisan community leaders, submitted a legislative plan that would pass a tax increase and fund a \$5,000 raise for teachers.
- The process for setting the budget is not complete. If the current proposal is approved, a reduction in state funding is expected.
- Regent McKamey encouraged everyone to vote.

- Additional comments: One barrier to achieving teacher pay raises is constitutional amendment 640 that mandates a 75% majority for any kind of tax increase in Oklahoma.

## **PERSONNEL REPORT**

*Presented by President Goodson*

### **1. Information Items**

No Items

### **2. Consent Agenda**

#### Appointments of Full-Time Faculty and Professional Employees

Appointment(s) 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.

Teresa Floistad, Director Foundation Finance, Conference Center

Salary: \$60,000

January 2, 2018

Lindsay White, Senior Strategy Advisor to the President

Salary: \$96,000

Conference Center

March 1, 2018

#### Resignations of Full-Time Faculty and Professional Employees

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

Scot Albro, Facilities Maintenance Manager

Date: February 16, 2018

Northeast Campus

Bill Ivy, Senior Advisor to the President and Board Liaison

Date: February 28, 2018

Conference Center

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

## **FACILITIES COMMITTEE REPORT**

*Presented by Regent Combs*

- The groundbreaking ceremony for the Southeast Campus Career Placement and Student Success Center will be February 27<sup>th</sup> at 2:00 pm. Crossland is currently mobilizing on site for demolition. GH2 and Crossland continue developing construction documents, with an overall project completion by the end of 2018.

Front line enrollment services staff successfully moved into swing space in building 9 (Student Union building) at the end of January, across from the newly remodeled Chat Room. Signage was placed throughout the campus orienting prospective and current students to this important temporary location.

- Campus safety is a priority. It is vital that the College communicates with staff and students about the importance of awareness.

## **FINANCE, RISK AND AUDIT COMMITTEE REPORT**

*Presented by Regent Lawhorn*

### **1. Purchase Item Agreements (>\$100K)**

No Items

### **2. Consent Agenda**

No Items

### **3. Recommendation for Approval of Revisions to Employment of Relatives**

Currently, the College Employment of Relatives Policy does not allow for relatives to work in the same division, department, work area or under the same supervisor or at the same campus location. Oklahoma State law does not have these restrictions. The revised policy meets the requirements of state law without being overly burdensome in restricting employment. The proposed change would revise this policy.

[Attachment 1: Current Policy "4117 Employment of Relatives"](#)

[Attachment 2: Redline Copy](#)

[Attachment 3: Proposed Policy "4117 Employment of Relatives"](#)

A **motion** was made by the Finance, Risk and Audit Committee to approve the revisions to the Employment of Relatives Policy. The Chair called for a vote. **Motion carried unanimously by voice vote.**

#### **4. Monthly Financial Report**

- Short-term position is good with strong cash position, controlling expenses. Long-term position is uncertain until the State resolves the longer-term funding issue.
- After the College concluded a Request for Proposal and internal review process, which included student representation, Follett was selected as the TCC campus stores service provider. Follett operates 1,200 bookstores across the nation with more than 20 bookstores in the state of Oklahoma. The move is expected to result in an improved product for our students and faculty. As an industry leader, Follett has websites and portals that allow faculty to research books and submit book requisitions. In addition, Follett has a robust used book program and a huge rental program. From an operational standpoint, the contract provides current campus store employees with continued twelve months of employment with Follett. The transition will occur in April. The contract's term is five years.

A **motion** was made by the Finance, Risk and Audit Committee to approve the monthly financial report for January 2018. The Chair called for a vote.  
**Motion carried unanimously by voice vote.**

#### **Attachment – Monthly Financial Report January 2018**

#### **NEW BUSINESS**

[Pursuant to Title 25 Oklahoma Statutes, Section 311(A)(9), "...any matter not known about or which could not have been reasonably foreseen prior to the time of posting." 24 hours prior to meeting]

- Several President's Leadership Institute members were in attendance. President Goodson acknowledged those present.

#### **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.]

No requests to appear were received prior to this meeting.

#### **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.]


There was no executive session.

## **ADJOURNMENT**

The meeting adjourned.

The next regular meeting of the Tulsa Community College Board of Regents will be in the form of a Regents Retreat and will be held on Thursday, April 19, 2018, 3:00 p.m., at the Metro Campus Banquet Room (Rm. 212).

Respectfully submitted,



Leigh B. Goodson  
President & CEO



Paul H. Cornell, Chairman  
Board of Regents

ATTEST:



Samuel Combs, Secretary  
Board of Regents



**Tulsa Community College  
Changes in Academic Programs  
February 2018**

PROGRAM	DESCRIPTION OF CHANGE
<b>PROGRAM/OPTION DELETIONS &amp; SUSPENSIONS</b>	
<b>Law Enforcement AAS</b>	Program deletion. Program was suspended in 2012. This action will permanently remove the program from the OSRHE program inventory.
<b>Technology AAS</b>	Program deletion. Program was suspended in 2012. This action will permanently remove the program from the OSRHE program inventory.
<b>Patient Care Technician Certificate</b>	Program deletion. Program was suspended in 2015. This action will permanently remove the program from the OSRHE program inventory.
<b>Nutritional Sciences AS: Allied Health, Community Nutrition, and Dietetics options</b>	Option deletions. Program is being restructured to consolidate these three options into one degree plan.

## **ADDENDUM FOR PERSONNEL CONSENT ITEMS:**

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

### **APPOINTMENTS:**

Teresa Floistad, Director Foundation Finance, Conference Center  
January 2, 2018

Salary: \$60,000

Lindsay White, Senior Strategy Advisor to the President  
Conference Center  
March 1, 2018

Salary: \$96,000

### **RESIGNATIONS:**

Scot Albro, Facilities Maintenance Manager, Northeast Campus

Date: February 16, 2018

Bill Ivy, Senior Advisor to the President and Board Liaison  
Conference Center

Date: February 28, 2018

Tulsa Community College permits the employment of relatives within the scope of the following policy. Relatives are defined by this policy to include relationships to the third degree of affinity or consanguinity such as: spouse, parents, grandparents, children, grandchildren, siblings, and related in-laws of employees. All employees (full-time and part-time) of the College, as well as consultants and contractual individuals, are covered by this policy.

Placement of related employees, consultants and contractual individuals will be in accordance with the following:

- No employee is permitted to work within the “chain of command” or in a reporting or supervisory/management relationship of a relative such that one relative’s work responsibilities, salary, or career progress could be influenced by the other relative. Further, employees may not participate in professional review or decisions such as the hiring, promotion, retention and contractual arrangements of a relative;
- No relatives are permitted to work in the same division, department, work area, or under the same supervisor, nor in any other position in which the College believes an inherent or perceived conflict of interest, favoritism or a hostile environment may exist. It is the intent of the College that relatives who are full-time and regular part-time employees work at different campus locations including the Conference Center;

If the marriage of two individuals will place either of them or one of their relatives as defined by this policy, in conflict with this policy, the College will make every effort to work with the affected employees to assist one of them in moving to another position within the College. Whenever possible, this will be an equivalent position and the input of the affected employees will be considered. If no decision is made by the affected employees, the College reserves the right to ask for the resignation of either employee.

As of the effective date of this policy, all current employees who are relatives will be retained within the College. The College will make every effort to work with the employees to assist one of them to move to another position. Employees who have a relative employed in conflict with this policy are to notify their supervisor and Human Resources.

Exceptions to the policy are allowed with the approval of the President or designate if such an exception is in the best interest of the College.

Adopted September 12, 2001

4117 EMPLOYMENT OF RELATIVES

Tulsa Community College permits the employment of relatives within the scope of the following policy. Relatives are defined by this policy to include relationships to the third degree of affinity or consanguinity such as: spouse, parents, grandparents, children, grandchildren, siblings, and ~~related-in-laws-of-employees including step, half or in-law relationships~~. All employees (full-time and part-time) of the College, as well as consultants and contractual individuals, are covered by this policy.

Placement of related employees, consultants and contractual individuals will be in accordance with the following:

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Employees who have a relative employed in conflict with this policy are to notify their supervisor and Human Resources.

Exceptions to the policy are allowed with the approval of the President or designate if such an exception is in the best interest of the College.

Adopted September 12, 2001

Revised February 15, 2018

TULSA COMMUNITY COLLEGE

FINANCIAL REPORT

MONTH ENDING JANUARY 2018

**TULSA COMMUNITY COLLEGE**  
**STATEMENT OF REVENUE AND EXPENDITURES COMPARISON**  
**FOR THE PERIOD ENDING JANUARY 31, 2018 AND JANUARY 31, 2017**

	JANUARY FY18			JANUARY FY17			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
<b>Revenue</b>								
<b>Education &amp; General</b>								
State Appropriations	\$ 28,585,126	\$ 16,921,154	59.2%	\$ 30,408,023	\$ 18,539,862	61.0%	\$ (1,618,708)	-8.7%
Revolving Fund	2,622,269	3,088,361	117.8%	2,336,458	2,714,976	116.2%	373,385	13.8%
Resident Tuition	29,975,268	26,772,635	89.3%	28,523,326	25,430,095	89.2%	1,342,540	5.3%
Non-Resident Tuition	2,324,228	2,430,952	104.6%	2,467,093	2,402,190	97.4%	28,762	1.2%
Student Fees	6,815,789	4,931,968	72.4%	5,634,788	5,083,605	90.2%	(151,637)	-3.0%
Local Appropriations	39,951,322	18,550,000	46.4%	39,167,963	11,500,000	29.4%	7,050,000	61.3%
<b>Total</b>	<b>\$ 110,274,002</b>	<b>\$ 72,695,070</b>	<b>65.9%</b>	<b>\$ 108,537,651</b>	<b>\$ 65,670,728</b>	<b>60.5%</b>	<b>\$ 7,024,342</b>	<b>10.7%</b>
<b>Auxiliary Enterprises</b>								
Campus Store	\$ 6,000,000	\$ 4,425,548	73.8%	\$ 6,500,000	\$ 5,822,381	89.6%	\$ (1,396,833)	-24.0%
Student Activities	2,645,000	1,886,108	71.3%	2,035,500	1,899,445	93.3%	(13,337)	-0.7%
Other Auxiliary Enterprises	4,565,000	2,824,165	61.9%	8,464,500	3,212,365	38.0%	(388,200)	-12.1%
<b>Total</b>	<b>\$ 13,210,000</b>	<b>\$ 9,135,821</b>	<b>69.2%</b>	<b>\$ 17,000,000</b>	<b>\$ 10,934,191</b>	<b>64.3%</b>	<b>\$ (1,798,371)</b>	<b>-16.4%</b>
<b>Restricted</b>								
Institutional Grants	\$ 3,306,747	\$ 1,687,783	51.0%	\$ 4,576,625	\$ 2,890,820	63.2%	\$ (1,203,037)	-41.6%
State Student Grants	3,250,000	1,796,569	55.3%	2,277,003	2,077,060	91.2%	(280,491)	-13.5%
<b>Total</b>	<b>\$ 6,556,747</b>	<b>\$ 3,484,352</b>	<b>53.1%</b>	<b>\$ 6,853,628</b>	<b>\$ 4,967,880</b>	<b>72.5%</b>	<b>\$ (1,483,528)</b>	<b>-29.9%</b>
<b>TOTAL REVENUE</b>	<b>\$130,040,749</b>	<b>\$ 85,315,243</b>	<b>65.6%</b>	<b>\$132,391,279</b>	<b>\$81,572,799</b>	<b>61.6%</b>	<b>\$ 3,742,444</b>	<b>4.6%</b>
<b>Expenditures</b>								
<b>Education &amp; General</b>								
Instruction	\$ 47,953,401	\$ 22,193,956	46.3%	\$ 44,743,446	\$ 21,553,576	48.2%	\$ 640,379	3.0%
Public Service	491,681	73,016	14.9%	687,735	78,876	11.5%	(5,860)	-7.4%
Academic Support	18,036,190	8,214,063	45.5%	19,888,729	8,372,507	42.1%	(158,444)	-1.9%
Student Services	9,280,778	5,605,096	60.4%	8,359,380	5,456,467	65.3%	148,630	2.7%
Institutional Support	11,652,083	7,892,948	67.7%	13,073,440	7,773,502	59.5%	119,446	1.5%
Operation/ Maintenance of Plant	15,048,069	7,650,130	50.8%	16,128,554	7,476,157	46.4%	173,973	2.3%
Tuition Waivers	3,720,000	2,752,282	74.0%	3,544,500	3,164,709	89.3%	(412,427)	-13.0%
Scholarships	4,567,500	2,616,398	57.3%	4,350,000	4,000,020	92.0%	(1,383,622)	-34.6%
<b>Total</b>	<b>\$ 110,749,702</b>	<b>\$ 56,997,889</b>	<b>51.5%</b>	<b>\$ 110,775,784</b>	<b>\$ 57,875,814</b>	<b>52.2%</b>	<b>\$ (877,925)</b>	<b>-1.5%</b>
<b>Auxiliary Enterprises</b>								
Campus Store	\$ 6,000,000	\$ 5,103,423	85.1%	\$ 6,355,000	\$ 4,713,455	74.2%	\$ 389,968	8.3%
Student Activities	2,645,000	1,159,759	43.8%	2,385,500	1,119,407	46.9%	40,352	3.6%
Other Auxiliary Enterprises	4,565,000	2,154,905	47.2%	8,626,500	2,267,694	26.3%	(112,790)	-5.0%
<b>Total</b>	<b>\$ 13,210,000</b>	<b>\$ 8,418,086</b>	<b>63.7%</b>	<b>\$ 17,367,000</b>	<b>\$ 8,100,556</b>	<b>46.6%</b>	<b>\$ 317,530</b>	<b>3.9%</b>
<b>Restricted</b>								
Institutional Grants	\$ 3,306,747	\$ 2,258,104	68.3%	\$ 4,576,625	\$ 3,019,612	66.0%	\$ (761,508)	-25.2%
State Student Grants	3,250,000	1,613,177	49.6%	2,277,003	2,759,715	121.2%	(1,146,538)	-41.5%
<b>Total</b>	<b>\$ 6,556,747</b>	<b>\$ 3,871,280</b>	<b>59.0%</b>	<b>\$ 6,853,628</b>	<b>\$ 5,779,327</b>	<b>84.3%</b>	<b>\$ (1,908,047)</b>	<b>-33.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 130,516,449</b>	<b>\$ 69,287,255</b>	<b>53.1%</b>	<b>\$ 134,996,412</b>	<b>\$ 71,755,697</b>	<b>53.2%</b>	<b>\$ (2,468,442)</b>	<b>-3.4%</b>

**TULSA COMMUNITY COLLEGE  
EXPENDITURE SUMMARY BY CATEGORY  
FOR THE PERIOD ENDING JANUARY 31, 2018 AND JANUARY 31, 2017**

	JANUARY FY18			JANUARY FY17			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
<b>EDUCATION AND GENERAL</b>								
Salaries & Wages								
Faculty	\$ 17,998,337	\$ 8,495,537	47.2%	\$ 17,550,232	\$ 8,640,886	49.2%	\$ (145,350)	-1.7%
Adjunct Faculty	10,000,000	5,570,735	55.7%	11,700,000	5,328,822	45.5%	241,913	4.5%
Professional	9,632,198	6,389,377	66.3%	12,405,669	6,137,582	49.5%	251,795	4.1%
Classified Exempt	4,800,733	1,975,293	41.1%	4,158,105	1,988,070	47.8%	(12,778)	-0.6%
Classified Hourly	15,374,028	7,801,863	50.7%	13,316,054	7,359,114	55.3%	442,748	6.0%
TOTAL	\$ 57,805,296	\$ 30,232,804	52.3%	\$ 59,130,060	\$ 29,454,475	49.8%	\$ 778,329	2.6%
Staff Benefits	\$ 21,015,421	\$ 11,078,849	52.7%	\$ 21,569,019	\$ 10,930,375	50.7%	148,474	1.4%
Professional Services	2,399,350	1,236,306	51.5%	2,835,900	1,150,163	40.6%	86,143	7.5%
Operating Services	17,552,735	7,906,147	45.0%	14,527,578	7,560,461	52.0%	345,686	4.6%
Travel	443,700	238,756	53.8%	452,420	168,190	37.2%	70,567	42.0%
Utilities	1,745,700	754,623	43.2%	1,908,500	936,345	49.1%	(181,723)	-19.4%
Tuition Waivers	3,720,000	2,752,282	74.0%	3,544,500	3,164,709	89.3%	(412,427)	-13.0%
Scholarships	4,567,500	2,616,398	57.3%	4,350,000	4,000,020	92.0%	(1,383,622)	-34.6%
Furniture & Equipment	1,500,000	181,724	12.1%	2,457,807	511,076	20.8%	(329,352)	-64.4%
TOTAL	\$ 110,749,702	\$ 56,997,889	51.5%	\$ 110,775,784	\$ 57,875,814	52.2%	\$ (877,925)	-1.5%



**TULSA COMMUNITY COLLEGE**  
**EXPENDITURE SUMMARY BY CATEGORY**  
**FOR THE PERIOD ENDING JANUARY 31, 2018 AND JANUARY 31, 2017**

	JANUARY FY18			JANUARY FY17			\$ Change	Percent Change
	Budget	Year to date	Percent of Budget	Budget	Year to date	Percent of Budget		
<b>CAMPUS STORE</b>								
Salaries & Wages								
Professional & Classified Exempt	\$ 232,800	\$ 137,394	59.0%	\$ 258,122	\$ 170,973	66.2%	\$ (33,578)	-19.6%
Classified Hourly	388,000	318,021	82.0%	447,291	330,304	73.8%	(12,283)	-3.7%
Total Salaries & Wages	\$ 620,800	\$ 455,416	73.4%	\$ 705,413	\$ 501,277	71.1%	\$ (45,861)	-9.1%
Staff Benefits	\$ 349,200	\$ 133,226	38.2%	\$ 224,587	\$ 141,554	63.0%	\$ (8,328)	-5.9%
Professional Services		31,270	0.0%	-	-	0.0%	31,270	100.0%
Operating Services	545,211	1,562	0.3%	590,000	22,115	3.7%	(20,553)	-92.9%
Travel	15,000	502	3.3%	5,000	965	19.3%	(463)	-47.9%
Utilities	85,000	10,470	12.3%	85,000	13,003	15.3%	(2,533)	-19.5%
Items for Resale - Campus Store	4,384,789	4,469,687	101.9%	4,745,000	4,034,541	85.0%	435,145	10.8%
Furniture & Equipment		1,290	0.0%	-	-	0.0%	1,290	100.0%
<b>TOTAL</b>	<b>\$ 6,000,000</b>	<b>\$ 5,103,423</b>	<b>85.1%</b>	<b>\$ 6,355,000</b>	<b>\$ 4,713,455</b>	<b>74.2%</b>	<b>\$ 389,967</b>	<b>8.3%</b>
<b>STUDENT ACTIVITIES</b>								
Salaries & Wages								
Professional	\$ 598,300	\$ 285,344	47.7%	\$ 613,385	\$ 289,221	47.2%	\$ (3,877)	-1.3%
Classified Hourly	636,900	357,939	56.2%	686,230	311,672	45.4%	46,266	14.8%
Total Salaries & Wages	\$ 1,235,200	\$ 643,283	52.1%	\$ 1,299,615	\$ 600,893	46.2%	\$ 42,389	7.1%
Staff Benefits	\$ 694,800	\$ 237,356	34.2%	\$ 520,385	\$ 227,218	43.7%	\$ 10,138	4.5%
Professional Services	59,319	33,168	55.9%	46,181	6,250	13.5%	26,918	430.7%
Operating Services	474,387	206,705	43.6%	369,319	216,188	58.5%	(9,483)	-4.4%
Travel	40,000	18,097	45.2%	40,000	14,624	36.6%	3,473	23.8%
Furniture & Equipment	12,845	1,750	13.6%	10,000	35,894	358.9%	(34,144)	-95.1%
Items for Resale	128,449	19,400	15.1%	100,000	18,339	18.3%	1,060	5.8%
<b>TOTAL</b>	<b>\$ 2,645,000</b>	<b>\$ 1,159,759</b>	<b>43.8%</b>	<b>\$ 2,385,500</b>	<b>\$ 1,119,407</b>	<b>46.9%</b>	<b>\$ 40,352</b>	<b>3.6%</b>
<b>OTHER AUXILIARY ENTERPRISES</b>								
Salaries & Wages								
Professional	\$ 107,726	\$ 33,249	30.9%	\$ 120,789	\$ 79,166	65.5%	\$ (45,917)	-58.0%
Adjunct Faculty	167,786	134,643	80.2%	188,132	97,194	51.7%	37,449	38.5%
Classified Hourly	271,752	153,536	56.5%	304,705	160,965	52.8%	(7,429)	-4.6%
Total Salaries & Wages	\$ 547,264	\$ 321,428	58.7%	\$ 613,626	\$ 337,324	55.0%	\$ (15,897)	-4.7%
Staff Benefits	\$ 87,735	\$ 48,186	54.9%	\$ 98,374	\$ 58,464	59.4%	\$ (10,278)	-17.6%
Professional Services	115,010	158,713	138.0%	447,082	224,036	50.1%	(65,323)	-29.2%
Operating Services	1,238,273	692,137	55.9%	4,813,558	659,789	13.7%	32,348	4.9%
Travel	-	23,528	0.0%	-	17,100	0.0%	6,428	37.6%
Utilities	750,000	299,857	40.0%	750,000	358,081	47.7%	(58,225)	-16.3%
Scholarship & Refunds	-	1,393	0.0%	-	3,000	0.0%	(1,607)	-53.6%
Bond Principal and Expense	1,800,000	598,395	33.2%	1,800,000	604,881	33.6%	(6,486)	-1.1%
Furniture & Equipment	25,725	10,870	42.3%	100,000	3,911	3.9%	6,959	177.9%
Items for Resale	993	397	40.0%	3,860	1,106	28.7%	(709)	-64.1%
<b>TOTAL</b>	<b>\$ 4,565,000</b>	<b>\$ 2,154,905</b>	<b>47.2%</b>	<b>\$ 8,626,500</b>	<b>\$ 2,267,694</b>	<b>26.3%</b>	<b>\$ (112,789)</b>	<b>-5.0%</b>

**TULSA COMMUNITY COLLEGE-CAMPUS STORE  
STATEMENT OF REVENUE, EXPENDITURES AND CAMPUS STORE EQUITY  
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2018 AND JANUARY 31, 2017**

	JANUARY FY18		JANUARY FY17		Increase/ (Decrease)	Percent Change
	Current Year	Percent of Sales	Prior Year	Percent of Sales		
	Income From Sales					
Sales (From 07-01-17 To 01-31-18)						
Textbooks, Supplies, and Soft Goods	\$ 4,409,645		\$ 6,012,416		\$ (1,602,770)	-26.7%
Total Sales	4,409,645	100.0%	6,012,416	100.0%	(1,602,770)	-26.7%
Less: Cost of Goods Sold	3,686,270	83.6%	4,485,532	74.6%	(799,261)	-17.8%
Gross Income/(Loss) on Sales	723,375	16.4%	1,526,884	25.4%	(803,509)	-52.6%
Operating Expenses						
Selling Expenses	455,416	10.3%	501,277	8.3%	(45,861)	-9.1%
Total Selling Expense	455,416	10.3%	501,277	8.3%	(45,861)	-9.1%
Administrative Expenses						
Personnel Benefits	133,226	3.0%	141,554	2.4%	(8,328)	-5.9%
Travel	502	0.0%	965	0.0%	(463)	-47.9%
Operating Expense	43,302	1.0%	35,118	0.6%	8,184	23.3%
Total Administrative Expense	177,030	4.0%	177,637	3.0%	(607)	-0.3%
Total Selling and Administrative Expense	632,446	14.3%	678,914	11.3%	(46,468)	-6.8%
Net Selling Income/(Loss)	90,929	2.1%	847,970	14.1%	(757,041)	-89.3%
Other Income/(Loss)						
Commission Income	12,627	0.3%	39,484	0.7%	(26,857)	-68.0%
Other Expense	-	0.0%	-	0.0%	-	0.0%
	12,627	0.3%	39,484	0.7%	(26,857)	-68.0%
Net Income/(Loss)	\$ 103,556	2.3%	\$ 887,454	14.8%	(783,898)	-88.3%
Equity Balance July 1, 2017	6,807,047		6,606,607		200,440	3.0%
Equity Balance January 31, 2018	\$ 6,910,603		\$ 7,494,061		(583,458)	-7.8%
	<b>Current Year</b>	<b>Prior Year</b>	<b>Increase/ (Decrease)</b>	<b>Percent Change</b>		
Inventory July 1, 2017	\$ 1,419,157	\$ 1,751,939	\$ (332,782)	-19.0%		
Purchases						
Textbooks, Supplies, and Soft Goods	4,549,854	5,200,491	(650,637)	-12.5%		
Total Purchases	4,549,854	5,200,491	(650,637)	-12.5%		
Freight-In	102,931	85,950	16,982			
	4,652,785	5,286,441	(633,655)	-12.0%		
Cost of Goods Available for Sale	6,071,942	7,038,380	(966,437)	-13.7%		
Deduct Inventory January 31, 2018	2,385,672	2,552,848	(167,176)	-6.5%		
Cost of Goods Sold	\$ 3,686,270	\$ 4,485,532	(799,261)	-17.8%		