



**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, January 18, 2018 at 3:00 p.m. at Northeast 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  
  Students

**CALL TO ORDER**

Board Chair, Paul Cornell, called the meeting to order at 3:10 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 Looney and seconded by Regent Mitchell to approve the minutes of the regular meeting of the Tulsa Community College Board of Regents held on Thursday, December 14, 2017 as presented. The Chair called for a vote. **Motion carried unanimously by voice vote.**

## **CARRYOVER ITEMS**

There were no carryover items.

## **PRESIDENT'S REPORT**

- The *Tulsa World* wrote a story about the hiring challenges for adjunct faculty members particularly in the math and science field. The article prompted two letters to the editor about the needed credentials to be a college faculty member.
- TCC student, Matthew Gilliland, was featured in several publications along with his winning holiday card design.
- Pat Green was interviewed on radio and TV highlighting TCC workforce certificates and the options for people wanting to earn a credential to help with their current career.
- The inaugural class of the Early College High School, a partnership between TCC and Union, was announced and several media outlets covered the event.
- News stories on Fox23, KRMG, *Tulsa Business and Legal News* and *Tulsa World* highlighted a program that started in January through Continuing Education to help with the shortage of court reporters in the state. Within a few days of this coverage, Continuing Education received more than eight enrollments.
- The *Journal Record*, *The Oklahoma Eagle* and the *Tulsa World* covered the announcement that TCC is a finalist for a national Bellwether Award.
- The work of the West Campus Library and the transformation of space into a meditation space was featured in the *American Libraries Magazine* along with two photos and interviews.
- Philip Smith, a faculty member, wrote "Praha to Prague," a book about the history of Czech immigrants in Prague, Oklahoma. He recently interviewed with a local TV station, a newspaper, and a radio station in The Czech Republic.
- Annina Collier detailed the "I Can't" programs for this semester during a live interview on KTUL. The first event is Monday at noon at the Thomas K. McKeon Center for Creativity with "I Can't" Sculpt with Gilcrease Museum and it is free to attend.

## **STUDENT SUCCESS UPDATE**

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

### **1. Closing the Gap with Retention Specialists**

Provost Tarver introduced two of TCC's Retention Specialists: Joseph Schnetzer and Ryan Stilson who then introduced two students that explained their positive experiences working with TCC retention specialists.

Retention specialists supported the students by directing them to study groups, study tips, addressing immediate issues and concerns such as social service needs, and meeting with their advisor.

The new Starfish program is a significant tool for advisors and retention specialists that flag at-risk students.

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

*Presented by Regent Ballenger*

There was no report.

## **COMMUNITY RELATIONS REPORT**

*Presented by Regent McKamey*

The Regents were presented with a handout of updates on marketing, social media, Foundation, grants and Workforce Development.

- The Committee met on January 11, 2018 and reviewed:
  - Legislative and budget issues pending at the State Capitol;
    - Higher Ed Day is February 13, 2018. Regent McKamey encouraged attendance.
  - A presentation on current digital software and processes used by Enrollment Services and Student Recruitment to target prospective students and serve them online; and
  - Updates on the TCC Foundation multi-year campaign.

## **PERSONNEL REPORT**

*Presented by President Goodson*

### **1. Information Items**

President Goodson introduced newly appointed faculty in attendance.

Sister Loretta Hall, Assistant Professor of Nursing, Metro Campus  
Lanette Julian, Assistant Professor of Nursing, Metro Campus

### **2. Consent Agenda**

#### **Attachment – Personnel Consent Agenda**

A **motion** was made by Regent McKamey and seconded by Regent Ballenger 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*

- **Southeast Campus Career Placement and Student Success Center – Vision Tulsa**

GH2 and Crossland continue developing contract documents and receiving bid documents related to demolition, which is scheduled to begin on February 5<sup>th</sup>, with an overall project completion by the end of 2018. Front line enrollment service TCC staff will move to swing space in Building 9 (Student Union building) at the end of January, across from the newly remodeled Chat Room.

- **Southeast Campus Chat Room and Student Union Remodel – Phase 2**

The final walk through with the contractor concluded earlier this week. Discussions with the contractor regarding outstanding items are nearing completion.

- **Southeast Campus Gas Line**

Last Thursday morning around 10:00am a contractor bored into the interior courtyard grounds and nicked a gas line. A plumbing contractor was called immediately and subsequently repaired the line. Working with City of Tulsa and Oklahoma Natural Gas personnel throughout the afternoon, evening, and night, the gas line passed the required inspections and gas was restored to the campus around 2:30 am. TCC sincerely appreciates the tireless efforts of its facilities

engineering staff, C-It-All Plumbing, and the City of Tulsa and ONG staff in working around the clock in bitter weather conditions so the campus would be comfortable for the last days of spring enrollment.

- **Conference Center Move**

Staff continues meeting with Cyntergy discussing both short and long-term strategic space allocation and planning relocation opportunities for Conference Center staff moving to the campuses. Cyntergy will meet with President Goodson's executive team next week to present several options.

- **Balanced Scorecard**

TCC facilities staff has begun working with APPA (Association of Physical Plant Administrators), a higher education and facilities specific organization in developing a balanced scorecard which strategically positions TCC to benchmark against peer institutions in an array of areas including safety, sustainability, resource allocation, and customer focus. The development and assessment of this scorecard will be on-going throughout 2018.

- **Safety and Security**

Safety and ensuring appropriate campus stewardship remains at the forefront of Facilities. One upcoming example of actively communicating safety includes installation of safety influenced signage to properties TCC owns, both on and off campus.

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

*Presented by Regent Lawhorn*

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

#### **1a. Purchase of Advertising Services**

Authorization was requested to enter into a contract for advertising services from ROI Media Services, LLC in the amount of \$340,000. This purchase is an acquisition of professional services and reflects an increase from the previous approval of \$190,000.

**A motion** was made by the Finance, Risk and Audit Committee to approve the purchase of advertising services. The Chair called for a vote. **Motion carried unanimously by voice vote.**

1b. Purchase of Construction Services

Authorization was requested to enter into a contract for construction services with Crossland Construction in the amount not to exceed \$5,320,000 for the Student Success Center at Southeast Campus. All funding for this project up to \$5,320,000 is provided through Vision Tulsa 2025 funds.

A **motion** was made by the Finance, Risk and Audit Committee to approve the purchase of construction services. The Chair called for a vote. **Motion carried unanimously by voice vote.**

2. **Consent Agenda**

No Items

4. **Monthly Financial Report**

- The June 2018 forecast shows that revenues are expected to be down by \$4M. About \$3.7M of that is due to not using local appropriations to the extent of what was originally planned.
- Expenditures are down by \$4.2M.
- About \$1.5M is allotted for deferred maintenance projects that are planned to take place over the spring semester.

It was recommended by the Finance, Risk and Audit Committee that the monthly financial report for December 2017 be approved as presented.

A **motion** was made by the Finance, Risk and Audit Committee to approve the monthly financial report for December 2017. The Chair called for a vote. **Motion carried unanimously by voice vote.**

**Attachment – Monthly Financial Report December 2017**

5. **General Report**

- The Committee reviewed the College's balance sheet for December 31, 2017 and it showed no unusual activity.
- Chief Technology Officer, Michael Siftar, met with the Committee to discuss the College's information technology security program.
- The Committee will interview audit firms on January 24.
- Regent Lawhorn presented data for the Fall 2018 student charges by type, payments by type, and amounts outstanding by charge type. The data will be emailed to the Board.

## **NEW BUSINESS**

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

There was no new business.

## **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 held on Thursday, February 15, 2017, 3:00 p.m., in the Chatroom at Southeast Campus, 10300 E. 81<sup>st</sup> St., Tulsa, Oklahoma.

Respectfully submitted,



Leigh B. Goodson  
President & CEO



Paul H. Cornell, Chairman  
Board of Regents

ATTEST:



Samuel Combs, Secretary  
Board of Regents



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

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

### **APPOINTMENT:**

Sister Loretta Hall, Assistant Professor, Nursing, 10 month, Metro Campus  
January 2, 2018

Salary: \$52,000

Lanette Julian, Assistant Professor, Nursing, 10 month, Metro Campus  
January 4, 2018

Salary: \$47,000

### **RETIREMENT:**

Toney G. Miller, Assistant Professor Chemistry, Science and Mathematics  
Southeast Campus

Date: January 1, 2018

### **RESIGNATION:**

Noah Singer, Associate Professor, Computer Information Systems,  
Business and Information Technology  
Metro Campus

Date: December 31, 2017

TULSA COMMUNITY COLLEGE  
FINANCIAL REPORT  
MONTH ENDING DECEMBER 2017

**TULSA COMMUNITY COLLEGE**  
**STATEMENT OF REVENUE AND EXPENDITURES COMPARISON**  
**FOR THE PERIOD ENDING DECEMBER 31, 2017 AND DECEMBER 31, 2016**

|                                 | DECEMBER FY18         |                      |                   | DECEMBER FY17         |                      |                   | \$ Change           | Percent Change |
|---------------------------------|-----------------------|----------------------|-------------------|-----------------------|----------------------|-------------------|---------------------|----------------|
|                                 | Budget                | Year to date         | Percent of Budget | Budget                | Year to date         | Percent of Budget |                     |                |
| <b>Revenue</b>                  |                       |                      |                   |                       |                      |                   |                     |                |
| Education & General             |                       |                      |                   |                       |                      |                   |                     |                |
| State Appropriations            | \$ 28,585,126         | \$ 14,462,181        | 50.6%             | \$ 30,408,023         | \$ 16,023,130        | 52.7%             | \$ (1,560,949)      | -9.7%          |
| Revolving Fund                  | 2,622,269             | 2,560,514            | 97.6%             | 2,336,458             | 1,914,816            | 82.0%             | 645,699             | 33.7%          |
| Resident Tuition                | 29,975,268            | 25,114,839           | 83.8%             | 28,523,326            | 23,844,459           | 83.6%             | 1,270,380           | 5.3%           |
| Non-Resident Tuition            | 2,324,228             | 2,067,617            | 89.0%             | 2,467,093             | 2,113,535            | 85.7%             | (45,919)            | -2.2%          |
| Student Fees                    | 6,815,789             | 4,603,338            | 67.5%             | 5,634,788             | 4,706,764            | 83.5%             | (103,427)           | -2.2%          |
| Local Appropriations            | 39,951,322            | 13,750,000           | 34.4%             | 39,167,963            | 11,500,000           | 29.4%             | 2,250,000           | 19.6%          |
| Total                           | <u>\$ 110,274,002</u> | <u>\$ 62,558,489</u> | <u>56.7%</u>      | <u>\$ 108,537,651</u> | <u>\$ 60,102,705</u> | <u>55.4%</u>      | <u>\$ 2,455,784</u> | <u>4.1%</u>    |
| Auxiliary Enterprises           |                       |                      |                   |                       |                      |                   |                     |                |
| Campus Store                    | \$ 6,000,000          | \$ 2,876,337         | 47.9%             | \$ 6,500,000          | \$ 3,582,266         | 55.1%             | \$ (705,930)        | -19.7%         |
| Student Activities              | 2,645,000             | 1,741,086            | 65.8%             | 2,035,500             | 1,760,199            | 86.5%             | (19,113)            | -1.1%          |
| Other Auxiliary Enterprises     | 4,565,000             | 2,654,263            | 58.1%             | 8,464,500             | 2,927,594            | 34.6%             | (273,330)           | -9.3%          |
| Total                           | <u>\$ 13,210,000</u>  | <u>\$ 7,271,686</u>  | <u>55.0%</u>      | <u>\$ 17,000,000</u>  | <u>\$ 8,270,059</u>  | <u>48.6%</u>      | <u>\$ (998,373)</u> | <u>-12.1%</u>  |
| Restricted                      |                       |                      |                   |                       |                      |                   |                     |                |
| Institutional Grants            | \$ 3,306,747          | \$ 1,687,783         | 51.0%             | \$ 4,576,625          | \$ 2,225,377         | 48.6%             | \$ (537,595)        | -24.2%         |
| State Student Grants            | 3,250,000             | 1,797,069            | 55.3%             | 2,277,003             | 2,077,060            | 91.2%             | (279,990)           | -13.5%         |
| Total                           | <u>\$ 6,556,747</u>   | <u>\$ 3,484,852</u>  | <u>53.1%</u>      | <u>\$ 6,853,628</u>   | <u>\$ 4,302,437</u>  | <u>62.8%</u>      | <u>\$ (817,585)</u> | <u>-19.0%</u>  |
| <b>TOTAL REVENUE</b>            | <u>\$130,040,749</u>  | <u>\$73,315,027</u>  | <u>56.4%</u>      | <u>\$132,391,279</u>  | <u>\$72,675,201</u>  | <u>54.9%</u>      | <u>\$ 639,826</u>   | <u>0.9%</u>    |
| <b>Expenditures</b>             |                       |                      |                   |                       |                      |                   |                     |                |
| Education & General             |                       |                      |                   |                       |                      |                   |                     |                |
| Instruction                     | \$ 47,953,401         | \$ 20,311,989        | 42.4%             | \$ 44,743,446         | \$ 19,240,518        | 43.0%             | \$ 1,071,471        | 5.6%           |
| Public Service                  | 491,681               | 59,540               | 12.1%             | 687,735               | 62,217               | 9.0%              | (2,678)             | -4.3%          |
| Academic Support                | 18,036,190            | 6,914,756            | 38.3%             | 19,888,729            | 6,910,309            | 34.7%             | 4,447               | 0.1%           |
| Student Services                | 9,280,778             | 4,590,723            | 49.5%             | 8,359,380             | 4,712,172            | 56.4%             | (121,449)           | -2.6%          |
| Institutional Support           | 11,652,083            | 6,658,748            | 57.1%             | 13,073,440            | 6,644,917            | 50.8%             | 13,831              | 0.2%           |
| Operation/ Maintenance of Plant | 15,048,069            | 6,562,176            | 43.6%             | 16,128,554            | 6,615,526            | 41.0%             | (53,350)            | -0.8%          |
| Tuition Waivers                 | 3,720,000             | 2,331,471            | 62.7%             | 3,544,500             | 2,424,608            | 68.4%             | (93,137)            | -3.8%          |
| Scholarships                    | 4,567,500             | 2,457,935            | 53.8%             | 4,350,000             | 2,257,855            | 51.9%             | 200,079             | 8.9%           |
| Total                           | <u>\$ 110,749,702</u> | <u>\$ 49,887,337</u> | <u>45.0%</u>      | <u>\$ 110,775,784</u> | <u>\$ 48,868,124</u> | <u>44.1%</u>      | <u>\$ 1,019,213</u> | <u>2.1%</u>    |
| Auxiliary Enterprises           |                       |                      |                   |                       |                      |                   |                     |                |
| Campus Store                    | \$ 6,000,000          | \$ 3,421,373         | 57.0%             | \$ 6,355,000          | \$ 3,256,974         | 51.3%             | \$ 164,400          | 5.0%           |
| Student Activities              | 2,645,000             | 995,028              | 37.6%             | 2,385,500             | 968,093              | 40.6%             | 26,935              | 2.8%           |
| Other Auxiliary Enterprises     | 4,565,000             | 1,934,418            | 42.4%             | 8,626,500             | 1,837,896            | 21.3%             | 96,522              | 5.3%           |
| Total                           | <u>\$ 13,210,000</u>  | <u>\$ 6,350,819</u>  | <u>48.1%</u>      | <u>\$ 17,367,000</u>  | <u>\$ 6,062,963</u>  | <u>34.9%</u>      | <u>\$ 287,857</u>   | <u>4.7%</u>    |
| Restricted                      |                       |                      |                   |                       |                      |                   |                     |                |
| Institutional Grants            | \$ 3,306,747          | \$ 1,677,167         | 50.7%             | \$ 4,576,625          | \$ 2,224,253         | 48.6%             | \$ (547,087)        | -24.6%         |
| State Student Grants            | 3,250,000             | 1,612,557            | 49.6%             | 2,277,003             | 1,905,424            | 83.7%             | (292,867)           | -15.4%         |
| Total                           | <u>\$ 6,556,747</u>   | <u>\$ 3,289,724</u>  | <u>50.2%</u>      | <u>\$ 6,853,628</u>   | <u>\$ 4,129,678</u>  | <u>60.3%</u>      | <u>\$ (839,954)</u> | <u>-20.3%</u>  |
| <b>TOTAL EXPENDITURES</b>       | <u>\$ 130,516,449</u> | <u>\$ 59,527,880</u> | <u>45.6%</u>      | <u>\$ 134,996,412</u> | <u>\$ 59,060,765</u> | <u>43.7%</u>      | <u>\$ 467,116</u>   | <u>0.8%</u>    |

**TULSA COMMUNITY COLLEGE  
EXPENDITURE SUMMARY BY CATEGORY  
FOR THE PERIOD ENDING DECEMBER 31, 2017 AND DECEMBER 31, 2016**

|                              | DECEMBER FY18  |               |                   | DECEMBER 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  | \$ 7,134,703  | 39.6%             | \$ 17,550,232  | \$ 7,230,498  | 41.2%             | \$ (95,795)  | -1.3%          |
| Adjunct Faculty              | 10,000,000     | 5,513,642     | 55.1%             | 11,700,000     | 5,249,366     | 44.9%             | 264,276      | 5.0%           |
| Professional                 | 9,632,198      | 5,478,754     | 56.9%             | 12,405,669     | 5,271,827     | 42.5%             | 206,927      | 3.9%           |
| Classified Exempt            | 4,800,733      | 1,698,667     | 35.4%             | 4,158,105      | 1,715,874     | 41.3%             | (17,207)     | -1.0%          |
| Classified Hourly            | 15,374,028     | 6,771,432     | 44.0%             | 13,316,054     | 6,339,472     | 47.6%             | 431,960      | 6.8%           |
| TOTAL                        | \$ 57,805,296  | \$ 26,597,197 | 46.0%             | \$ 59,130,060  | \$ 25,807,036 | 43.6%             | \$ 790,161   | 3.1%           |
| Staff Benefits               | \$ 21,015,421  | \$ 9,518,479  | 45.3%             | \$ 21,569,019  | \$ 9,448,463  | 43.8%             | 70,016       | 0.7%           |
| Professional Services        | 2,399,350      | 1,070,260     | 44.6%             | 2,835,900      | 1,042,707     | 36.8%             | 27,553       | 2.6%           |
| Operating Services           | 17,552,735     | 6,924,959     | 39.5%             | 14,527,578     | 6,482,489     | 44.6%             | 442,471      | 6.8%           |
| Travel                       | 443,700        | 191,050       | 43.1%             | 452,420        | 140,637       | 31.1%             | 50,414       | 35.8%          |
| Utilities                    | 1,745,700      | 633,346       | 36.3%             | 1,908,500      | 779,156       | 40.8%             | (145,810)    | -18.7%         |
| Tuition Waivers              | 3,720,000      | 2,331,471     | 62.7%             | 3,544,500      | 2,424,608     | 68.4%             | (93,137)     | -3.8%          |
| Scholarships                 | 4,567,500      | 2,457,935     | 53.8%             | 4,350,000      | 2,257,855     | 51.9%             | 200,080      | 8.9%           |
| Furniture & Equipment        | 1,500,000      | 162,638       | 10.8%             | 2,457,807      | 485,173       | 19.7%             | (322,534)    | -66.5%         |
| TOTAL                        | \$ 110,749,702 | \$ 49,887,337 | 45.0%             | \$ 110,775,784 | \$ 48,868,124 | 44.1%             | \$ 1,019,213 | 2.1%           |

**TULSA COMMUNITY COLLEGE**  
**EXPENDITURE SUMMARY BY CATEGORY**  
**FOR THE PERIOD ENDING DECEMBER 31, 2017 AND DECEMBER 31, 2016**

|   | DECEMBER FY18       |                     |                   | DECEMBER FY17       |                     |                   | \$ Change         | Percent Change |
|---|---------------------|---------------------|-------------------|---------------------|---------------------|-------------------|-------------------|----------------|
|   | Budget              | Year to date        | Percent of Budget | Budget              | Year to date        | Percent of Budget |                   |                |
| <b><u>CAMPUS STORE</u></b>                |                     |                     |                   |                     |                     |                   |                   |                |
| Salaries & Wages                          |                     |                     |                   |                     |                     |                   |                   |                |
| Professional & Classified Exempt          | \$ 232,800          | \$ 122,218          | 52.5%             | \$ 258,122          | \$ 147,074          | 57.0%             | \$ (24,856)       | -16.9%         |
| Classified Hourly                         | 388,000             | 276,860             | 71.4%             | 447,291             | 282,875             | 63.2%             | (6,015)           | -2.1%          |
| Total Salaries & Wages                    | \$ 620,800          | \$ 399,078          | 64.3%             | \$ 705,413          | \$ 429,949          | 60.9%             | \$ (30,871)       | -7.2%          |
| Staff Benefits                            | \$ 349,200          | \$ 115,198          | 33.0%             | \$ 224,587          | \$ 119,993          | 53.4%             | \$ (4,795)        | -4.0%          |
| Professional Services                     |                     | 18,147              | 0.0%              | -                   | -                   | 0.0%              | 18,147            | 100.0%         |
| Operating Services                        | 545,211             | 1,562               | 0.3%              | 590,000             | 14,842              | 2.5%              | (13,281)          | -89.5%         |
| Travel                                    | 15,000              | 340                 | 2.3%              | 5,000               | 832                 | 16.6%             | (492)             | -59.2%         |
| Utilities                                 | 85,000              | 8,786               | 10.3%             | 85,000              | 10,820              | 12.7%             | (2,034)           | -18.8%         |
| Items for Resale - Campus Store           | 4,384,789           | 2,876,973           | 65.6%             | 4,745,000           | 2,680,537           | 56.5%             | 196,436           | 7.3%           |
| Furniture & Equipment                     |                     | 1,290               | 0.0%              | -                   | -                   | 0.0%              | 1,290             | 100.0%         |
| <b>TOTAL</b>                              | <b>\$ 6,000,000</b> | <b>\$ 3,421,373</b> | <b>57.0%</b>      | <b>\$ 6,355,000</b> | <b>\$ 3,256,974</b> | <b>51.3%</b>      | <b>\$ 164,400</b> | <b>5.0%</b>    |
| <b><u>STUDENT ACTIVITIES</u></b>          |                     |                     |                   |                     |                     |                   |                   |                |
| Salaries & Wages                          |                     |                     |                   |                     |                     |                   |                   |                |
| Professional                              | \$ 598,300          | \$ 245,742          | 41.1%             | \$ 613,385          | \$ 249,739          | 40.7%             | \$ (3,997)        | -1.6%          |
| Classified Hourly                         | 636,900             | 308,845             | 48.5%             | 686,230             | 266,643             | 38.9%             | 42,203            | 15.8%          |
| Total Salaries & Wages                    | \$ 1,235,200        | \$ 554,588          | 44.9%             | \$ 1,299,615        | \$ 516,382          | 39.7%             | \$ 38,206         | 7.4%           |
| Staff Benefits                            | \$ 694,800          | \$ 200,585          | 28.9%             | \$ 520,385          | \$ 193,549          | 37.2%             | \$ 7,036          | 3.6%           |
| Professional Services                     | 59,319              | 23,692              | 39.9%             | 46,181              | 4,393               | 9.5%              | 19,299            | 439.3%         |
| Operating Services                        | 474,387             | 187,789             | 39.6%             | 369,319             | 200,237             | 54.2%             | (12,448)          | -6.2%          |
| Travel                                    | 40,000              | 16,344              | 40.9%             | 40,000              | 11,779              | 29.4%             | 4,565             | 38.8%          |
| Furniture & Equipment                     | 12,845              | 1,750               | 13.6%             | 10,000              | 31,784              | 317.8%            | (30,034)          | -94.5%         |
| Items for Resale                          | 128,449             | 10,280              | 8.0%              | 100,000             | 9,970               | 10.0%             | 310               | 3.1%           |
| <b>TOTAL</b>                              | <b>\$ 2,645,000</b> | <b>\$ 995,028</b>   | <b>37.6%</b>      | <b>\$ 2,385,500</b> | <b>\$ 968,093</b>   | <b>40.6%</b>      | <b>\$ 26,935</b>  | <b>2.8%</b>    |
| <b><u>OTHER AUXILIARY ENTERPRISES</u></b> |                     |                     |                   |                     |                     |                   |                   |                |
| Salaries & Wages                          |                     |                     |                   |                     |                     |                   |                   |                |
| Professional                              | \$ 107,726          | \$ 28,607           | 26.6%             | \$ 120,789          | \$ 89,739           | 74.3%             | \$ (61,133)       | -68.1%         |
| Adjunct Faculty                           | 167,786             | 126,933             | 75.7%             | 188,132             | 67,857              | 36.1%             | 59,076            | 87.1%          |
| Classified Hourly                         | 271,752             | 153,136             | 56.4%             | 304,705             | 129,508             | 42.5%             | 23,628            | 18.2%          |
| Total Salaries & Wages                    | \$ 547,264          | \$ 308,675          | 56.4%             | \$ 613,626          | \$ 287,103          | 46.8%             | \$ 21,572         | 7.5%           |
| Staff Benefits                            | \$ 87,735           | \$ 45,117           | 51.4%             | \$ 98,374           | \$ 50,205           | 51.0%             | \$ (5,088)        | -10.1%         |
| Professional Services                     | 115,010             | 102,704             | 89.3%             | 447,082             | 178,644             | 40.0%             | (75,940)          | -42.5%         |
| Operating Services                        | 1,238,273           | 623,139             | 50.3%             | 4,813,558           | 576,213             | 12.0%             | 46,926            | 8.1%           |
| Travel                                    | -                   | 20,152              | 0.0%              | -                   | 14,695              | 0.0%              | 5,457             | 37.1%          |
| Utilities                                 | 750,000             | 251,708             | 33.6%             | 750,000             | 297,050             | 39.6%             | (45,342)          | -15.3%         |
| Scholarship & Refunds                     | -                   | 1,393               | 0.0%              | -                   | 3,000               | 0.0%              | (1,607)           | -53.6%         |
| Bond Principal and Expense                | 1,800,000           | 572,763             | 31.8%             | 1,800,000           | 426,415             | 23.7%             | 146,348           | 34.3%          |
| Furniture & Equipment                     | 25,725              | 8,370               | 32.5%             | 100,000             | 3,911               | 3.9%              | 4,459             | 114.0%         |
| Items for Resale                          | 993                 | 397                 | 40.0%             | 3,860               | 660                 | 17.1%             | (263)             | -39.9%         |
| <b>TOTAL</b>                              | <b>\$ 4,565,000</b> | <b>\$ 1,934,418</b> | <b>42.4%</b>      | <b>\$ 8,626,500</b> | <b>\$ 1,837,896</b> | <b>21.3%</b>      | <b>\$ 96,522</b>  | <b>5.3%</b>    |

**TULSA COMMUNITY COLLEGE-CAMPUS STORE**  
**STATEMENT OF REVENUE, EXPENDITURES AND CAMPUS STORE EQUITY**  
**FOR THESIX MONTHS ENDING DECEMBER 31, 2017 AND DECEMBER 31, 2016**

|  | DECEMBER FY18       |                     | DECEMBER FY17                   |                           | Increase/<br>(Decrease) | Percent<br>Change |
|--|---------------------|---------------------|---------------------------------|---------------------------|-------------------------|-------------------|
|  | Current Year        | Percent of<br>Sales | Prior Year                      | Percent of<br>Sales       |                         |                   |
| Income From Sales                        |                     |                     |                                 |                           |                         |                   |
| Sales (From 07-01-17 To 12-31-17)        |                     |                     |                                 |                           |                         |                   |
| Textbooks, Supplies, and Soft Goods      | \$ 2,864,091        |                     | \$ 3,790,405                    |                           | \$ (926,314)            | -24.4%            |
| Total Sales                              | <u>2,864,091</u>    | <u>100.0%</u>       | <u>3,790,405</u>                | <u>100.0%</u>             | <u>(926,314)</u>        | <u>-24.4%</u>     |
| Less: Cost of Goods Sold                 | 2,191,059           | 76.5%               | 2,739,497                       | 72.3%                     | (548,438)               | -20.0%            |
| Gross Income/(Loss) on Sales             | 673,032             | 23.5%               | 1,050,908                       | 27.7%                     | (377,876)               | -36.0%            |
| Operating Expenses                       |                     |                     |                                 |                           |                         |                   |
| Selling Expenses                         | 399,078             | 13.9%               | 429,949                         | 11.3%                     | (30,871)                | -7.2%             |
| Total Selling Expense                    | <u>399,078</u>      | <u>13.9%</u>        | <u>429,949</u>                  | <u>11.3%</u>              | <u>(30,871)</u>         | <u>-7.2%</u>      |
| Administrative Expenses                  |                     |                     |                                 |                           |                         |                   |
| Personnel Benefits                       | 115,198             | 4.0%                | 119,993                         | 3.2%                      | (4,795)                 | -4.0%             |
| Travel                                   | 340                 | 0.0%                | 832                             | 0.0%                      | (492)                   | -59.2%            |
| Operating Expense                        | 28,495              | 1.0%                | 25,663                          | 0.7%                      | 2,833                   | 11.0%             |
| Total Administrative Expense             | <u>144,033</u>      | <u>5.0%</u>         | <u>146,488</u>                  | <u>3.9%</u>               | <u>(2,455)</u>          | <u>-1.7%</u>      |
| Total Selling and Administrative Expense | <u>543,111</u>      | <u>19.0%</u>        | <u>576,437</u>                  | <u>15.2%</u>              | <u>(33,326)</u>         | <u>-5.8%</u>      |
| Net Selling Income/(Loss)                | 129,922             | 4.5%                | 474,471                         | 12.5%                     | (344,550)               | -72.6%            |
| Other Income/(Loss)                      |                     |                     |                                 |                           |                         |                   |
| Commission Income                        | 8,970               | 0.3%                | 35,313                          | 0.9%                      | (26,344)                | -74.6%            |
| Other Expense                            | -                   | 0.0%                | -                               | 0.0%                      | -                       | 0.0%              |
|  | <u>8,970</u>        | <u>0.3%</u>         | <u>35,313</u>                   | <u>0.9%</u>               | <u>(26,344)</u>         | <u>-74.6%</u>     |
| Net Income/(Loss)                        | <u>\$ 138,891</u>   | <u>4.8%</u>         | <u>\$ 509,784</u>               | <u>13.4%</u>              | <u>(370,893)</u>        | <u>-72.8%</u>     |
| Equity Balance July 1, 2017              | 6,807,047           |                     | 6,606,607                       |                           | 200,440                 | 3.0%              |
| Equity Balance December 31, 2017         | <u>\$ 6,945,938</u> |                     | <u>\$ 7,116,391</u>             |                           | <u>(170,453)</u>        | <u>-2.4%</u>      |
|  |                     |                     |                                 |                           |                         |                   |
|  | <u>Current Year</u> | <u>Prior Year</u>   | <u>Increase/<br/>(Decrease)</u> | <u>Percent<br/>Change</u> |                         |                   |
| Inventory July 1, 2017                   | \$ 1,419,157        | \$ 1,751,939        | \$ (332,782)                    | -19.0%                    |                         |                   |
| Purchases                                |                     |                     |                                 |                           |                         |                   |
| Textbooks, Supplies, and Soft Goods      | 3,999,238           | 4,266,344           | (267,106)                       | -6.3%                     |                         |                   |
| Total Purchases                          | <u>3,999,238</u>    | <u>4,266,344</u>    | <u>(267,106)</u>                | <u>-6.3%</u>              |                         |                   |
| Freight-In                               | 68,975              | 59,139              | 9,836                           |                           |                         |                   |
|  | <u>4,068,213</u>    | <u>4,325,483</u>    | <u>(257,270)</u>                | <u>-5.9%</u>              |                         |                   |
| Cost of Goods Available for Sale         | 5,487,370           | 6,077,422           | (590,052)                       | -9.7%                     |                         |                   |
| Deduct Inventory December 31, 2017       | 3,296,311           | 3,337,925           | (41,614)                        | -1.2%                     |                         |                   |
| Cost of Goods Sold                       | <u>\$ 2,191,059</u> | <u>\$ 2,739,497</u> | <u>(548,438)</u>                | <u>-20.0%</u>             |                         |                   |