



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

MINUTES

The special meeting of the Board of Regents of Tulsa Community College was held on **September, 24, 2018 at 12:00 p.m. at Metro Campus.**

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

Board Members Absent: Caron Lawhorn

Others Present: President Leigh B. Goodson
Cindy Ward, Executive Assistant
President's Executive Team:
Ms. Lindsay White, Ms. Lauren Brookey, Dr. Jan Clayton,
Mr. Mark McMullen, Mr. Sean Weins, and General
Counsel, Ms. Mackenzie Wilfong
HLC Review Team:
Dr. Robert S. Hass, Chair; and members Dr. Debra Mary
Smith, Mr. Michael Crenshaw, Ms. Charlotte J. Schmitz,
Dr. John Phillip Speary Jr., Dr. Osaro O. Ighodaro

CALL TO ORDER

Board Chair, Robin Ballenger, called the meeting to order at 12:15 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.

DISCUSSION BETWEEN ALL IN ATTENDANCE FROM THE HIGHER LEARNING COMMISSION (HLC) REVIEW TEAM, THE TCC PRESIDENT'S EXECUTIVE TEAM, AND TCC BOARD MEMBERS

HLC Review Team Chair, Dr. Robert Hass, explained the purpose of the site visit as a routine reaffirmation of accreditation, which allows the College to continue offering Title IV financial aid. An HLC site review occurs every 10 years, and a written report is submitted to HLC by the College every four years. The HLC Review Team represents HLC, but team members come from various community colleges around the country.

The HLC Review Team will review 21 core components individually and make a recommendation regarding reaccreditation. The final decision is made by the Higher Learning Commission Institutional Actions Committee. The Review Team will submit a preliminary report for the College to review prior to sending a final report to the Committee. The review focuses on the College in the present and not the past 10 years.

After introductions and a short break, executive staff members were given the option to stay for the remainder of the meeting or to be excused.

Regents were invited to speak with the HLC Review Team to discuss the Board's role in College governance.

1. The Board's Role in the Budgeting Process

The Finance, Risk and Audit Committee consists of three Regents from the Board: one Chair and two members. The Committee meets on a monthly basis. The budgeting process begins with preliminary discussions at Committee meetings and proceeds over a period of several months with the College's Chief Financial Officer submitting the budget to the Committee for review. The Committee becomes more involved in the later stages of the process by asking relevant questions for clarification, ensuring the budget aligns with the mission of the College, and making the final recommendation to the Board for approval.

Under the College's Board of Regent's policy, the Board approves purchases at or above \$50,000. The Finance, Risk and Audit Committee reviews all purchases from \$10,000 to \$49,999. Purchases at or above \$50,000 are reviewed and approved by the Committee before recommendation to the Board for approval. Purchases that require Board approval are approved prior to purchase unless it is an emergency purchase. If a purchase is made prior to Board approval, the Board votes to ratify the purchase at the following Board meeting after Committee recommendation.

The Executive Team for the Board also reviews the budget due to cuts in state appropriations.

There are currently 20 percent fewer employees than four years ago mainly due to the College's retirement incentive and through attrition.

2. College Mission and Student Success

The College's Strategic Plan is measured by various key performance indicators. Part of the student success mission is measuring equity in outcomes, and the College is supporting student success by increasing the ratio of advisors to students, reducing unnecessary coursework in degree programs, and improving curriculum that directly leads to a credential or a four-year college degree.

The focus on student success has gradually spread to all facets of the College over the past few years. The College is focused on students obtaining a credential to make a livable wage, which supports the job market in Tulsa. This change in focus began with rewriting the College's Strategic Plan after Dr. Leigh Goodson became President of the College.

President Goodson's transformational leadership facilitated the College's application into the Guided Pathways program. Tulsa Community College was one of 30 out of 300 community colleges nationwide that applied to the program. Pathways assists the College in identifying and removing barriers to student success, ensuring curriculum is focused on degree completion and is transferrable to four-year institutions. TCC provides the first two years of college credits through articulation agreements with four-year colleges in the Tulsa area. Through President Goodson's leadership, TCC is determinedly focused on helping underserved students in the community achieve college success.

3. The Role of the Board of Regents

Regents are appointed by the Governor. They serve seven-year terms and may be reappointed after each term. Board members are required to obtain continuing education credit upon appointment and reappointment.

The Board relies on administration to facilitate day-to-day college activities. Administration consults with and appraises the Board of pertinent matters that require Board action. The General Counsel for TCC provides legal consultation and direction to the Board to identify and address risk.

The Board is responsible for selecting the President, approving financial and personnel matters at a certain level, and other major decisions that affect the

mission of the College. The Board has a strong meeting structure and is regularly engaged in pertinent college matters. President Goodson is very transparent with the Board. In addition, the Key Performance Indicators inform the Board how the College is achieving its mission.

The Board hears feedback from faculty and students in Board meetings and other college events, such as Open Lines. The Board hears both good and bad feedback. Anyone may request to address the Board at Board meetings.

4. Diversity and Equity

The percentage of minority students being retained has increased. The College actively targets student success for minority students. The Associate Vice President of Diversity and Inclusion regularly speaks to the Board at meetings.

The USC Center for Urban Education Equity Scorecard project is a driving force for implementing institutional equity to improve student success for underserved students. Faculty and staff are more engaged in solving problems. For example, the College is reducing bias in syllabi. The syllabus can be very intimidating to first generation college students and the goal is to make the syllabus more inclusive.

5. Future Leadership

Does the College have a succession plan in place when President Goodson decides to leave the College?

The College would have interim leadership. President Goodson is developing leaders and giving key talent in the College significant leadership opportunities. Ultimately, the College would conduct a full search for a new president. President Goodson is still fairly new in the role, and the Board doesn't anticipate her departure in the present.

ADJOURNMENT

The meeting adjourned.

Respectfully submitted,



Leigh B. Goodson
President & CEO



Robin F. Ballenger, Chair
Board of Regents

ATTEST:



Paul H. Cornell, Secretary
Board of Regents