

REGULAR MEETING—BOARD OF REGENTS  
OKLAHOMA CITY COMMUNITY COLLEGE  
November 13, 2020  
11:30 a.m.

Pursuant to 25 O.S. § 307.1, the Oklahoma City Community College Board of Regents shall conduct a meeting (including any executive sessions) by videoconference, with an audioconference as backup. There shall be no in-person location. Members of the public may view the meeting at the following web address:

[www.occc.edu/meetings](http://www.occc.edu/meetings)

The following members shall participate remotely:

Chair Devery Youngblood – Videoconference (audioconference backup)  
Vice Chair Kevin Perry – Videoconference (audioconference backup)  
Secretary Christie Burgin – Videoconference (audioconference backup)  
Regent David Echols – Videoconference (audioconference backup)  
Regent Jalal Farzaneh – Videoconference (audioconference backup)  
Regent Raúl Font – Videoconference (audioconference backup)  
Regent James White – Videoconference (audioconference backup)

AGENDA

1. Call to Order – Chair Devery Youngblood
2. Announcement of Filing of Meeting Notice and Posting of the Agenda in Accordance with the Oklahoma Open Meeting Act – Ms. Roshell Roberts, Assistant Secretary to the Board of Regents
3. Roll Call – Ms. Roshell Roberts, Assistant Secretary to the Board of Regents
4. President's Report:
  - A. State Regents Budget Proposal and Legislative Proposal
5. For Action: Approval of the Consent Items
  - A. Minutes of the Regular Meeting of the Board of Regents, October 19, 2020 (Tab 5A)
  - B. Minutes of the Special Meeting of the Board of Regents, October 22, 2020 (Tab 5B)
  - C. Acceptance of the Budget Report for Fiscal Year 2021 Through September 30, 2020 – Ms. Cynthia Gary, Chief Financial Officer (Tab 5C)
6. For Action:
  - A. Authorizing the Administration to Request Approval by the Oklahoma State Regents for Higher Education for the College to Seek Approval of Curriculum Changes for Twenty (20) Current Degree Programs – Ms. Kim Jameson, Interim Vice President of Academic Affairs (Tab 6A)

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- B. Report/Discussion: of the Meeting of the Board of Regents' Facilities Committee – Member of the Board of Regents' Facilities Committee
  - C. Authorizing the Administration to Solicit a Proposal for the College Union Roof Replacement Project from Oklahoma Roofing in which Oklahoma Roofing has been Awarded the Competitively Bid Oklahoma State Contract for Roofing Services for OCCC's Regional Area – Member of the Board of Regents' Facilities Committee (Tab 6C)
  - D. Authorizing the Administration to Contract with Miles Associates to Provide Architectural Services for the Health Professions Center Expansion Project – Member of the Board of Regents' Facilities Committee (Tab 6D)
  - E. Authorizing the Administration to Award a Contract for the Main Building Central Plant Renovation Project to the Lowest Responsible Bidder in an Amount not to Exceed \$1,784,300 – Member of the Board of Regents' Facilities Committee (Tab 6E)
7. Information Reports:
- A. Fiscal Year 2020 Financial Aid Report – Mr. Chris Snoddy, Associate Vice President, Student Affairs (Tab 7A)
  - B. Fall 2020 Enrollment Report – Mr. Michael Hoggatt, Director of Recruitment and Admissions (Tab 7B)
  - C. Technology Report – Mr. Tim Whisenhunt, Vice President for Information and Instructional Technology Services (*oral report*)
  - D. College Updates – Ms. Danita Rose, Chief of Staff and Dr. Jeremy Thomas, Provost and Vice President for Student Affairs (*oral report*)
8. For Action: Authorizing the Administration to Solicit Proposals for the College to expend \$708,336.00 of CARES Act Funding for capital projects that meet the requirements set by the federal act to mitigate the spread of COVID-19. The projects could include touchless sliding doors at college entrances, touchless toilets, touchless urinals, touchless faucets, and other projects limiting the spread for COVID-19.– Dr. Jeremy Thomas, Provost and Vice President for Student Affairs
9. Board of Regents' Discussion of Presidential Search Process
10. Board of Regents' Request(s) for Information from Staff – Chair Devery Youngblood
11. Chair's Comments and Announcements

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12. Regents' Comments and Announcements
13. New Business – Consideration of “any matter not known about or which could not have been reasonably foreseen prior to the time of posting” of the agenda.
14. For Action: Approving an Executive Session, if Desired, for the Purpose of Discussing the Following Pursuant to 25 O.S. § 307(B):
  - A. Employment, Terms of Conditions of Employment, and Retirement of Jerry Steward, President, 25 O.S. § 307(B)(1).
  - B. Evaluation, Employment, and Terms and Conditions of Employment of Jeremy Thomas, Provost and Vice President for Student Affairs, 25 O.S. § 307(B)(1).
  - C. Employment of Danita Rose, Chief of Staff, 25 O.S. § 307(B)(1).
15. For Action: Reconvening Into Open Session of the Regular Meeting of the Board of Regents – Chair Devery Youngblood
16. For Action: Approving Matters Arising During the Above Executive Session Related to the Employment, Terms and Conditions of Employment, and Retirement of President Jerry Steward – Chair Devery Youngblood
17. For Action: Possible Action to Approve a Special Employment Contract for Dr. Jeremy Thomas for Additional Duties – Chair Devery Youngblood
18. For Action: Adjournment

Meeting of the  
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS  
November 13, 2020

AGENDA ITEM 5A:

Minutes of the Regular Meeting of the Board of Regents, October 19, 2020

1. Call to Order. Board Chair Devery Youngblood called the Regular Meeting of the Oklahoma City Community College Board of Regents to order at 11:54 a.m.
2. Announcement of Filing of Meeting Notice and Posting of the Agenda in Accordance with the Oklahoma Open Meeting Act. The Assistant Secretary announced that notice of the meeting was filed with the Secretary of State and the County Clerk on December 16, 2019, and the agenda was posted at 3:00 PM on October 15, 2020 in accordance with the Oklahoma Open Meeting Act.
3. Roll Call by the Assistant Secretary:

Board Members Present:

Regent Christie Burgin  
Regent David Echols  
Regent Jalal Farzaneh  
Regent Raúl Font  
Regent Kevin Perry  
Regent Devery Youngblood

Board Members Absent:

Regent Jim White

Others in attendance: President Jerry Steward, Mr. Greg Gardner, Dr. Jeremy Thomas, Ms. Danita Rose, Ms. Cynthia Gary, Dr. Makenna Green Garrison, Dean Vincent Bridges, Dr. James Murray, Mr. Dan Bledsoe (Auditor, Finley & Cook), Mr. Tim Whisenhunt, and Ms. Roshell Roberts.

4. President's Report:

President Steward provided a brief update regarding the Legislature. At this time, he informed everyone that there will be no mid-year reduction in the budget. He went on to say there will likely be one during the next fiscal year, however.

**Board of Regents' Meeting Minutes**

**October 19, 2020**

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5. Approval of the Consent Items:

MOTION by Regent Burgin, seconded by Regent Perry, to accept the consent items. Motion carried 6-0, as follows:

Aye - Regent Burgin, Regent Echols, Regent Farzaneh, Regent Font, Regent Perry, and Regent Youngblood

6. For Action:

A. Report/Discussion of the Meeting of the Board Audit Committee

Regent Christie Burgin reported that Board Chair Youngblood appointed her, Regent Echols, and Regent Font to serve as the Audit Committee of the Board of Regents.

The Board Audit Committee met via teleconference on October 14, 2020. Also participating in the meeting were Mr. Greg Gardner, Ms. Cynthia Gary, and representing the auditing firm of Finley & Cook, Mr. Dan Bledsoe. Regent Burgin invited Mr. Dan Bledsoe to provide a summary of the report to the entire Board, which he did. Mr. Bledsoe discussed the audit report and satisfactorily answered all questions from the members of the committee.

B. Acceptance of the Independent Public Accountant Audit Report for Oklahoma City Community College for the Year Ended June 30, 2020

MOTION by Regent Burgin, seconded by Regent Echols that the Board of Regents accept the Independent Public Accountant Audit Report for the year ended June 30, 2020. Motion carried \*5-0, as follows:

Aye - Regent Burgin, Regent Echols, Regent Farzaneh, Regent Font, and Regent Youngblood

***Please note that Regent Perry's audio/video connection was lost at this time. He was unable to participate in this vote. Quorum maintained.***

C. Report/Discussion: Monitoring Report on Workforce Development:

D. Acceptance of the Monitoring Report on Workforce Development:

MOTION by Regent Font, Seconded by Regent Farzaneh to accept the Monitoring Report on Workforce Development. Motion carried \*6-0, as follows:

Aye - Regent Burgin, Regent Echols, Regent Farzaneh, Regent Font, Regent Perry, and Regent Youngblood

*Please note that Regent Perry's audio/video was operating once again and he was able to participate in the vote.*

7. Information Report:

A. Health Professions Division Highlight

Dean Vincent Bridges provided a brief PowerPoint presentation and highlight/overview of all aspects of the Health Professions division.

8. Board of Regents' Request(s) for Information from Staff:

- Regent Raúl Font requested some additional information related to grievances received by OCCC's Human Resources department. He went on to say that he would just like to "get a pulse on the atmosphere at the College." He asked specifically for HR grievances at a percentage, and the separation of staff. He asked for this information "periodically", maybe every quarter or even twice a year.
- Regent Font also requested reports/information regarding how budgetary money is being spent. Not necessarily to "approve" the spending, but just to see where the money is going, based on specific dollar amounts.

9. Chair's Comments and Announcements: Chair Youngblood provided information regarding two upcoming Board of Regents'/Trustees' meetings:

- The change in date for the Regular November meeting. This meeting was originally scheduled for Monday, November 16, 2020 but was changed to Friday, November 13, 2020 to ensure that the Board was able to conduct the meeting via Zoom. All of this is due to the current law that allows for virtual meetings during the pandemic, is set to expire on Sunday, November 15, 2020.
- There will be an in-person meeting on Thursday, October 22, 2020 and will be for the sole purpose of an Executive Session.

10. Regents' Comments and Announcements: None

**Board of Regents' Meeting Minutes**  
**October 19, 2020**  
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11. New Business-Consideration of “any matter not known about or which could not have been reasonably foreseen prior to the time of posting” of the agenda: None

12. Adjournment:

MOTION by Regent Farzaneh, seconded by Regent Echols, to adjourn at 12:31 p.m.  
Motion carried 6-0, as follows:

Aye - Regent Burgin, Regent Echols, Regent Font, Regent Farzaneh, Regent Perry,  
and Regent Youngblood

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Devery Youngblood, Chair

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Christie Burgin, Secretary

Meeting of the  
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS  
November 13, 2020

AGENDA ITEM 5B:

Minutes of the Special Meeting of the Board of Regents, October 22, 2020

1. Call to Order. Board Chair Devery Youngblood called the Special Meeting of the Oklahoma City Community College Board of Regents to order at 1:30 p.m.
2. Announcement of Filing of Meeting Notice and Posting of the Agenda in Accordance with the Oklahoma Open Meeting Act. The Assistant Secretary announced that notice of the meeting was filed with the Secretary of State on October 16, 2020, and the agenda was posted at 11:00 AM on October 21, 2020 in accordance with the Oklahoma Open Meeting Act.
3. Roll Call by the Assistant Secretary:

Board Members Present:

Regent Christie Burgin  
Regent David Echols  
Regent Raúl Font  
Regent Kevin Perry  
Regent Devery Youngblood

Board Members Absent:

Regent Jalal Farzaneh  
Regent Jim White

Others in attendance: Dr. Jeremy Thomas, Ms. Danita Rose, Mr. Markus Zindelo, Dr. James Murray, and Ms. Roshell Roberts.

4. Approving an Executive Session for the Purpose of Discussing Matters listed on the Agenda, and to Move the Location of the Meeting from the Al Snipes Boardroom to the Oklahoma Room

MOTION by Regent Echols, seconded by Regent Font, to go into Executive Session Discussions and Move the Location of the Meeting from the Al Snipes Boardroom to the Oklahoma Room. Motion carried 5-0, as follows:

Aye - Regent Burgin, Regent Echols, Regent Font, Regent Perry, and  
Regent Youngblood



**Board of Regents' Special Meeting Minutes**

**October 22, 2020**

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5. Reconvening Into Open Session of the Special Meeting of the Board of Regents

MOTION by Regent Echols, seconded by Regent Burgin, to Reconvene into Open Session at 4:00 p.m. Motion carried 5-0, as follows:

Aye - Regent Burgin, Regent Echols, Regent Font, Regent Perry, and Regent Youngblood

6. Adjournment

MOTION by Regent Echols, seconded by Regent Perry, to adjourn at 4:01 p.m. Motion carried 5-0, as follows:

Aye - Regent Burgin, Regent Echols, Regent Font, Regent Perry, and Regent Youngblood

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Devery Youngblood, Chair

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Christie Burgin, Secretary

Meeting of the  
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS  
November 13, 2020

AGENDA ITEM 5C:

Acceptance of the Budget Report for Fiscal Year 2021 through September 30, 2020

RECOMMENDATION:

**It is recommended that the Board of Regents accept the budget report for Fiscal Year 2021 through September 30, 2020.**

ANALYSIS:

- The budget report for Oklahoma City Community College is presented on the following pages.
- The Budget Analysis pages provide for comparisons of actual receipts/expenditures to the fiscal year 2021 budgets for both Education and General and Auxiliary.
- The report reflects a sound budget condition for the College, and it is recommended that the Board of Regents accept the budget report for Fiscal Year 2021 through September 30, 2020.

**OKLAHOMA CITY COMMUNITY COLLEGE  
YEAR TO DATE BUDGET STATUS REPORT  
EXECUTIVE SUMMARY  
FOR FISCAL YEAR 2021 THROUGH SEPTEMBER 30, 2020**

**Educational & General**

The Oklahoma State Regents for Higher Education allocation to Oklahoma City Community College for the month of September totals \$1,874,393. The allocation is set forth in the following table:

	<b>Current Month</b>	<b>Year-to-Date</b>
<b>State Allocation:</b>		
General Fund	1,459,737.30	4,379,211.91
National Guard Reimbursements	4,405.30	13,215.90
Senior Concurrent Enrollment Reimbursements	125,812.40	377,437.19
Oil Reimbursements	284,438.00	384,546.00
<b>Total State Allocation:</b>	<b>1,874,393.00</b>	<b>5,154,411.00</b>

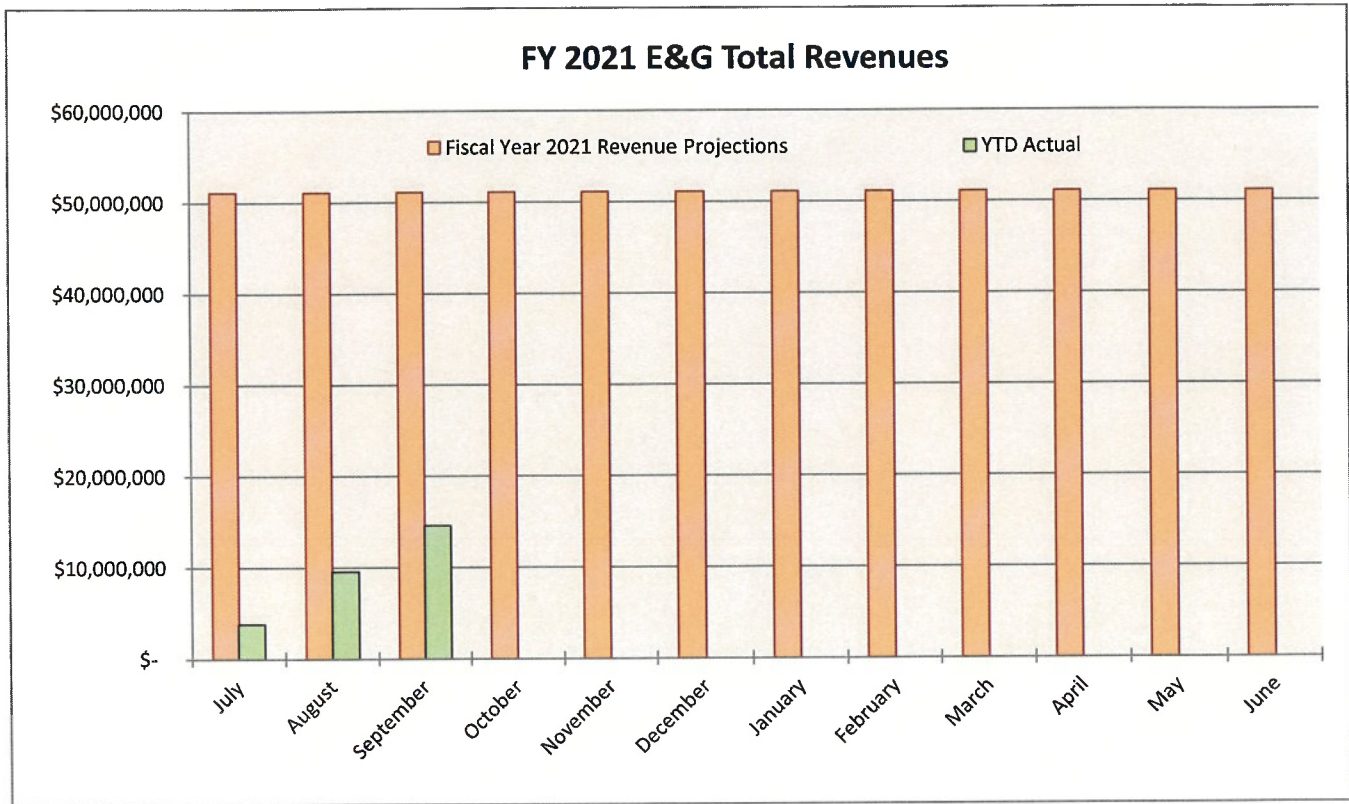
**Cash & Investments**

	<b>Current Month (Year-to-Date)</b>
<b>Cash &amp; Investments:</b>	
Current Unrestricted :	
General	34,547,861.65
Insurance Fund	374,823.63
<b>Total Current Unrestricted</b>	<b>34,922,685.28</b>
Current Restricted	2,360,053.09
Student Scholarship Endowments	48,021.63
OSRHE Endowment	325,740.47
Direct Student Loans*	(810,870.00)
Plant Funds	8,118,148.99
<b>Total Cash &amp; Investments</b>	<b>44,963,779.46</b>

\* - Direct Student Loan cash draw down transactions are completed after the loans are disbursed. Depending on what day the month ends, this balance may be negative due to timing of receipt of the draw down.

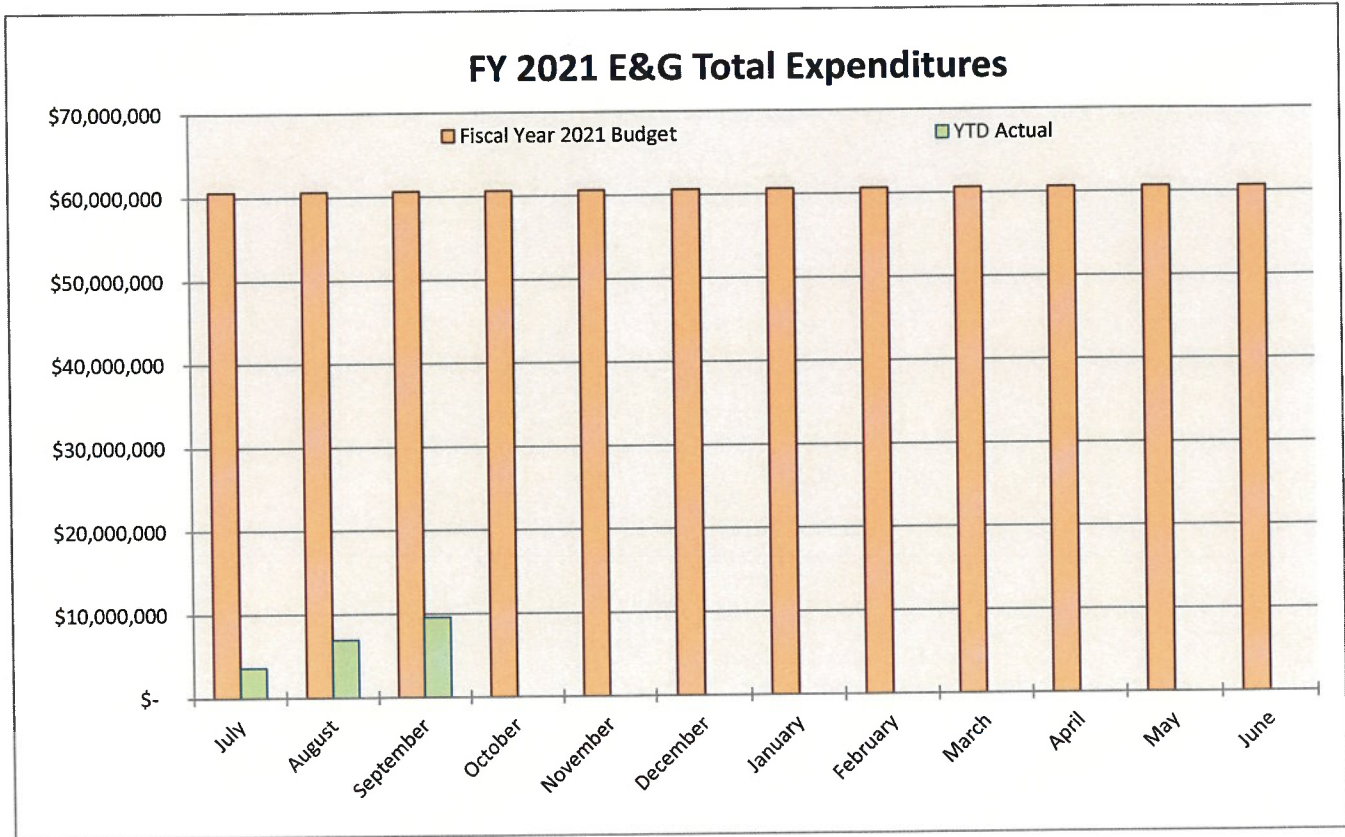
The College's cash is held in the State Agency Cash Management program that pays interest on the average daily cash balance in our accounts, similar to an interest bearing checking account. The College's only investments are related to bond reserve funds and are reflected in the Plant Fund.

**OKLAHOMA CITY COMMUNITY COLLEGE  
EDUCATIONAL AND GENERAL BUDGET ANALYSIS  
FOR FISCAL YEAR 2021 THROUGH SEPTEMBER 30, 2020  
FISCAL YEAR 2021 E&G REVENUES**



	<b>Fiscal Year 2021</b>		
	Annual Budget	Year To Date Revenues	Actual % of Budget
<b>Revenues</b>			
1 State Allocation	\$ 21,247,931	\$ 5,154,411	24%
2 Student Tuition & Fees	22,599,559	8,331,154	37%
3 Prior Yr Student Fees	2,000,000	936,666	47%
4 Tech. Educ. Reimbursement	4,000,000	-	0%
5 Public Service	95,000	2,049	2%
6 Auxiliary transfer - Fund 10 Operations	613,928	-	0%
7 Other Income	582,000	186,103	32%
8 <b>TOTAL REVENUES</b>	<b>\$ 51,138,418</b>	<b>\$ 14,610,383</b>	<b>29%</b>
9 Funds from Carryover	9,500,000		
10 <b>TOTAL</b>	<b>\$ 60,638,418</b>		

**OKLAHOMA CITY COMMUNITY COLLEGE  
EDUCATIONAL AND GENERAL BUDGET ANALYSIS  
FOR FISCAL YEAR 2021 THROUGH SEPTEMBER 30, 2020  
FISCAL YEAR 2021 E&G EXPENDITURES**

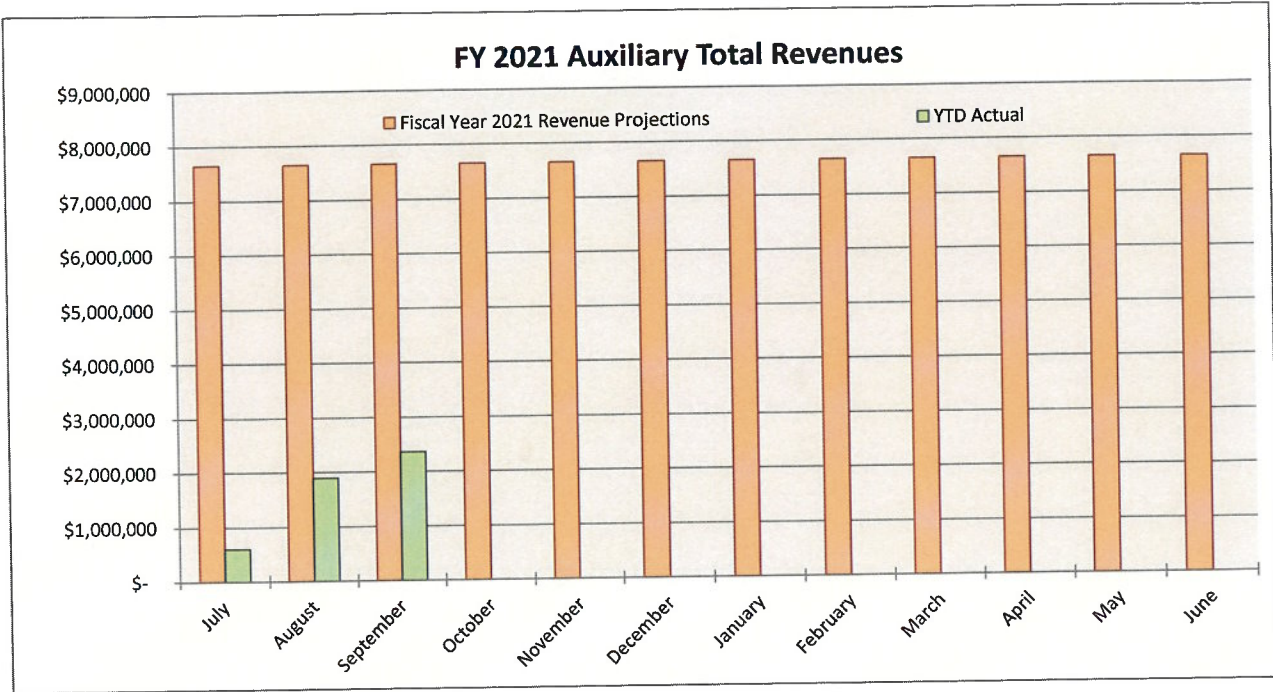


Expenditures

- 1 Instruction
- 2 Public Service
- 3 Academic Support
- 4 Student Services
- 5 Institutional Support
- 6 Facilities Management
- 7 Scholarships & Tuition Waivers
- 8 TOTAL EXPENDITURES

<b>Fiscal Year 2021</b>			
	<b>Annual Budget</b>	<b>Year To Date Expenditures</b>	<b>Actual % of Budget</b>
	\$ 30,483,378	\$ 3,573,028	12%
	-	-	0%
	1,681,294	357,043	21%
	6,618,192	1,754,509	27%
	8,211,608	1,448,332	18%
	10,136,993	1,448,649	14%
	3,506,953	999,502	29%
	<b>\$ 60,638,418</b>	<b>\$ 9,581,063</b>	<b>16%</b>

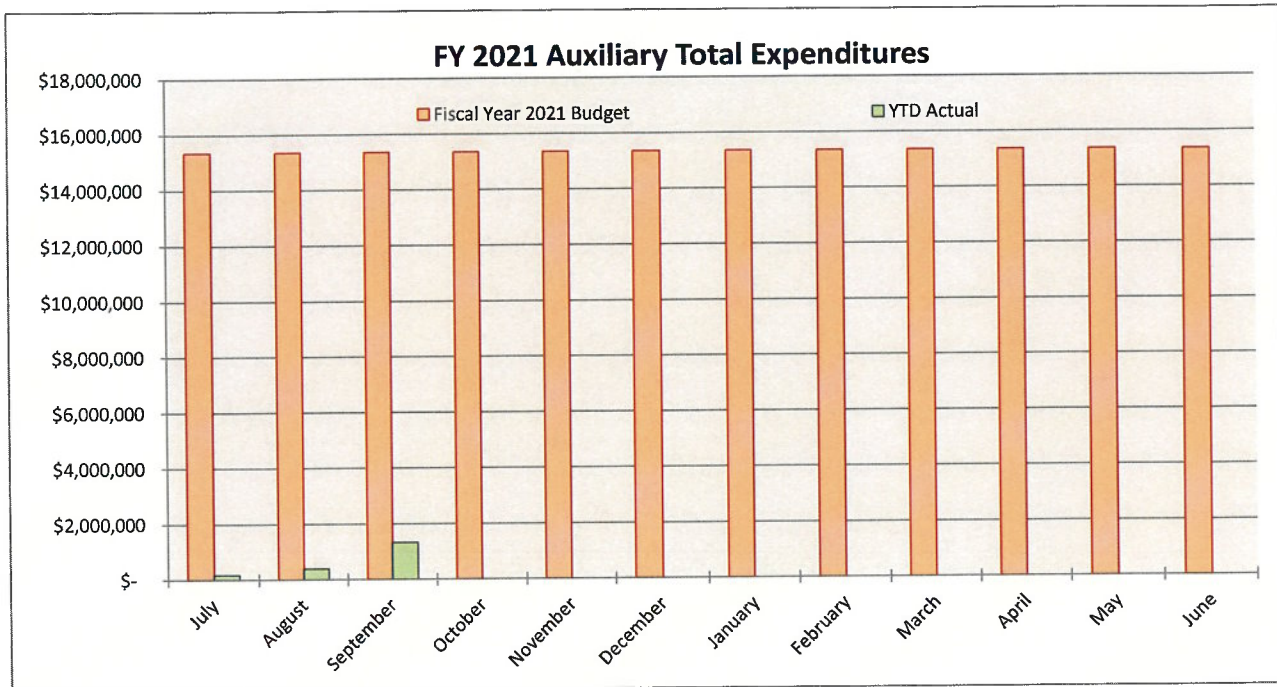
**OKLAHOMA CITY COMMUNITY COLLEGE  
AUXILIARY BUDGET ANALYSIS  
FOR FISCAL YEAR 2021 THROUGH SEPTEMBER 30, 2020  
FISCAL YEAR 2021 AUXILIARY REVENUES**



	<b>Fiscal Year 2021</b>		
	Annual Budget	Year To Date Revenues	Actual % of Budget
<u>Revenues</u>			
1 Student Store/TekSpot Sales	\$ 2,875,770	\$ 729,223	25%
2 Facility Use Fee	2,315,658	873,318	38%
3 Student Activity Fee	1,157,831	436,646	38%
4 Assessment Fee	161,930	79,181	49%
5 Cafeteria/Catering & Vending	499,715	43,951	9%
6 Business Training	150,000	49,467	33%
7 VPAC - Ticket Sales/Rentals	50,000	11,261	23%
8 Print Shop	120,000	12,936	11%
9 Testing and Assessment	150,000	37,871	25%
10 Other	175,000	87,010	50%
11 TOTAL REVENUES	\$ 7,655,904	\$ 2,360,864	31%
12 Funds from Carryover	7,700,000		
13 TOTAL	\$ 15,355,904		



**OKLAHOMA CITY COMMUNITY COLLEGE  
AUXILIARY BUDGET ANALYSIS  
FOR FISCAL YEAR 2021 THROUGH SEPTEMBER 30, 2020  
FISCAL YEAR 2021 AUXILIARY EXPENDITURES**



	<b>Fiscal Year 2021</b>		
	Annual Budget	Year To Date Expenditures	Actual % of Budget
<u>Expenditures</u>			
1 Student Store/TekSpot Operations	\$ 2,675,770	\$ 907,930	34%
2 Student Programs	774,229	107,380	14%
3 Revenue Bond Debt Service	1,636,746	124,673	8%
4 College Union/Café & Catering	641,087	124,864	19%
5 Business Training	86,744	6,434	7%
6 Enterprise Services	115,446	17,769	15%
7 VPA - Operations	40,000	2,104	5%
8 VPA - Cultural Arts Programming	16,000	-	0%
9 Student Activities	25,000	-	0%
10 Print Shop	100,000	-	0%
11 Testing and Assessment	293,965	12,567	4%
12 Transfer to E&G - E & G Operations	613,928	-	0%
13 Transfer to Capital - Facility Use Fee	678,915	-	0%
14 Special Events	335,670	11,373	3%
15 Other	34,600	570	2%
16 Utilities	70,500	11,050	16%
17 Auxiliary Contingency - Restricted	1,143,167	-	0%
18 Auxiliary Contingency - Unrestricted	6,074,137	-	0%
19 TOTAL EXPENDITURES	<b>\$ 15,355,904</b>	<b>\$ 1,326,714</b>	<b>9%</b>



Under the CARES Act, Oklahoma City Community College was allocated \$5,566,700. The maximum allocation to be awarded for institutional costs is \$2,783,350; the remaining \$2,783,350 has been disbursed to students. In total, Oklahoma City Community College has disbursed \$3,130,864.10 to students. A portion of the institutional share was awarded to students to fund all applicants.

The CARES Act revenues will exceed expenses in Fiscal Year 2021. A portion of the CARES Act funding received in Fiscal Year 2021 was used to reimburse the College for Fiscal Year 2020 expenses, including materials and supplies in the amount of \$78,600.95 and faculty and student payrolls in the amount of \$1,634,146.08. The institutional share was also used to directly purchase materials and supplies in the amount of \$3,990 in Fiscal Year 2020 and \$4,113.71 in Fiscal Year 2021.

Oklahoma City Community College also received the CARES Act Strengthening Institution Program (SIP) grant through the Department of Education. Our allocation for the SIP grant was \$274,341. The CARES Act SIP grant was received in Fiscal Year 2021. This grant was used to recuperate Fiscal Year 2020 revenue loss from the Bookstore and the College for Kids summer camp program.

The CARES Act expenses below exceed Fiscal Year 2021 revenues due to partial receipt of CARES Act Federal Relief Funds in Fiscal Year 2020.

<b>CARES Act Federal Relief Funds Summary:</b>	
<b>CARES Act Fiscal Year 2021 Revenues</b>	<b>2,344,180.00</b>
Reimbursement to College for Fiscal Year 2020 Expenses:	
Faculty and Student Payrolls	1,634,146.08
Materials and Supplies	78,600.95
SIP Grant Used to Recuperate Fiscal Year 2020 Revenue Loss from the Bookstore and the College for Kids Summer Camp Program	274,341.00
Fiscal Year 2020 Direct Purchase of Materials and Supplies	3,990.00
Fiscal Year 2021 Direct Purchase of Materials and Supplies	4,113.71
Fiscal Year 2021 Disbursement of CARES Act Emergency Financial Aid Grants to Students	556,500.00
<b>Total CARES Act Expenses:</b>	<b><u>2,551,691.74</u></b>

Meeting of the  
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS  
November 13, 2020

AGENDA ITEM 6A:

Authorizing the Administration to Request Approval by the Oklahoma State Regents for Higher Education for the College to seek approval of curriculum changes for twenty (20) current degree programs.

RECOMMENDATION:

**It is recommended that the administration be authorized to seek approval of curriculum changes for twenty (20) current degree programs.**

ANALYSIS:

- Certificate of Mastery in Bilingual Banking and Finance (090) – OCCC requests to delete this certificate due to low enrollment and changing industry demands.
- Certificate of Mastery in Vehicle Service Advisor (169) – OCCC requests to include more automotive courses for industry demands and to embed it in the Automotive Technology AAS.
- Associate in Applied Science in Business (026) – OCCC requests to delete the Vehicle Service Management option and to add a supply chain course to the Business Management option.
- Associate in Arts in History (019) – OCCC requests to have electronic delivery and to remove HIST 2303 Historical Research, Methods, and Writing and replace it with a history elective.
- Associate in Arts in Speech and Theatre (045) – OCCC requests to remove TA 2233 Acting for the Camera from the Speech and Theatre Options and replace it with additional support hours.
- Certificate of Mastery in Workplace Writing and Communications (172) – OCCC requests to update courses required in the certificate to align with industry needs and streamline offerings.
- Associate in Arts in Modern Languages (027) – OCCC requests to have electronic delivery for this program and to add a “C” requirement to major courses to align with the Spanish certificate.

- Certificate of Mastery in Spanish (138), Associate in Science in Pre-Education (116), Associate in Arts in Child Development (089), Associate in Applied Science in Child Development (005), Certificate of Mastery in Child Development (077), Associate in Arts in Psychology (035), Associate in Arts in Sociology (042) – OCCC requests electronic delivery for these programs.
- Certificate of Mastery in Geographic Information Systems (151) – OCCC requests to delete.
- Associate in Applied Science in Occupational Therapy Assistant (030) – OCCC requests to make application updates and to add ENGL 1213 as an alternative to ENGL 1233 in the program.
- Associate in Applied Science in Emergency Medical Sciences (014), Certificates of Mastery in Emergency Medical Technician (059), Emergency Medical Paramedic (069), and Advanced Emergency Technician (168) – OCCC requests course changes and application updates.

Meeting of the  
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS  
November 13, 2020

AGENDA ITEM 6C:

Authorizing the Administration to Solicit a Proposal for the College Union Roof Replacement Project from Oklahoma Roofing in which Oklahoma Roofing has been awarded the competitively bid Oklahoma State contract for roofing services for OCCC's regional area

RECOMMENDATION:

**It is recommended that the Board of Regents authorize the administration to solicit a proposal for the College Union Roof Replacement Project from Oklahoma Roofing in which Oklahoma Roofing has been awarded the competitively bid Oklahoma State contract for roofing services for OCCC's regional area.**

ANALYSIS:

- The College Union Roof Replacement Project will address identified deferred maintenance due to the age and condition of the roofing system
- The College Union Roof Replacement Project is identified as our highest priority for replacement. The College's Five Year Replacement and Repair Plan is included in your agenda materials
- The Oklahoma Roofing state contract bid award information is included in your agenda materials
- The existing College Union roofing system is the original roofing system to the facility in which was installed in 1987
- The current, estimated replacement cost is approximately \$400,000.00

Meeting of the  
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS  
November 13, 2020

AGENDA ITEM 6D:

Authorizing the Administration to Contract with Miles Associates to Provide Architectural Services for the Health Professions Center Expansion Project

RECOMMENDATION:

**It is recommended the Board of Regents authorize the Administration to contract with Miles Associates to provide architectural services for the Alternative Option for the Health Professions Center Expansion Project.**

ANALYSIS:

- College Administration submitted a Request for Proposal (RFP) for the Health Professions Center Expansion Project to fifty-nine (59) architectural firms on October 30, 2019
- Fourteen (14) architectural firms responded to the RFP for the Health Professions Center Expansion Project
- A Staff Review Committee of College personnel reviewed and evaluated the RFP's based on criteria set forth by the Oklahoma Office of Management and Enterprise Services
- The Board Facilities Committee met on January 10, 2020 to review and discuss the proposals of the top six (6) recommended firms and interviewed the top six (6) architectural firms recommended by the Staff College Review Committee
- The Board Facilities Committee met on November 5, 2020 to review and discuss the Health Professions Center Expansion Project and the continued use of Miles Associates for architectural services

Meeting of the  
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS  
November 13, 2020

AGENDA ITEM 6E:

Authorizing the Administration to Award a Contract for the Main Building Central Plant Renovation Project to the Lowest Responsible Bidder

RECOMMENDATION:

**It is recommended that the Board of Regents authorize the Administration to Award a Contract for the Main Building Central Plant Renovation Project to Saker Mechanical as the lowest responsible bidder for the Base Bid, Alternate 1, and Alternate 2 in an amount not to exceed \$1,784,300.00.**

ANALYSIS:

- The Main Building Central Plant Renovation Project will address identified deferred maintenance, provide system redundancy and energy efficiency gains involving the plant's cooling towers, hot water heating boilers, and domestic hot water heater.
- The Administration opened bids for the Project on October 27, 2020.
- Bids were submitted from two (2) contractors. The contractors and bid amounts are identified in the bid tabulation set forth in this agenda item.
- Facilities Management and Alvine Engineering reviewed all bids and provided a contract award recommendation to College Administration.
- The bids and contract award recommendation were reviewed by the Board Facilities Committee on November 5, 2020.

Meeting of the  
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS  
November 13, 2020

AGENDA ITEM 7A:

FY 2020 Financial Aid Report

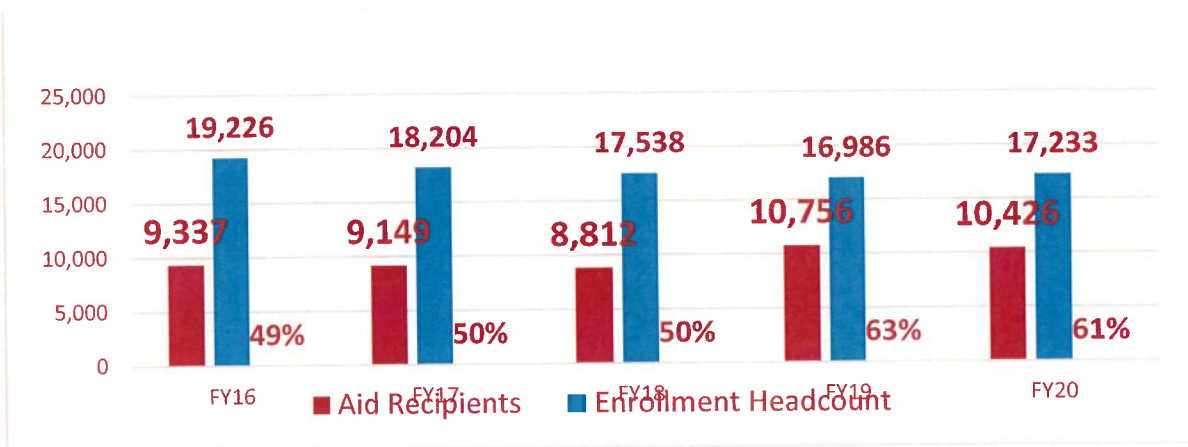
FY 2020 Financial Aid Summary

- Enrollment: 17,233
- Total receiving financial aid: 10,426
- FY 2020 Financial Aid Report is attached.

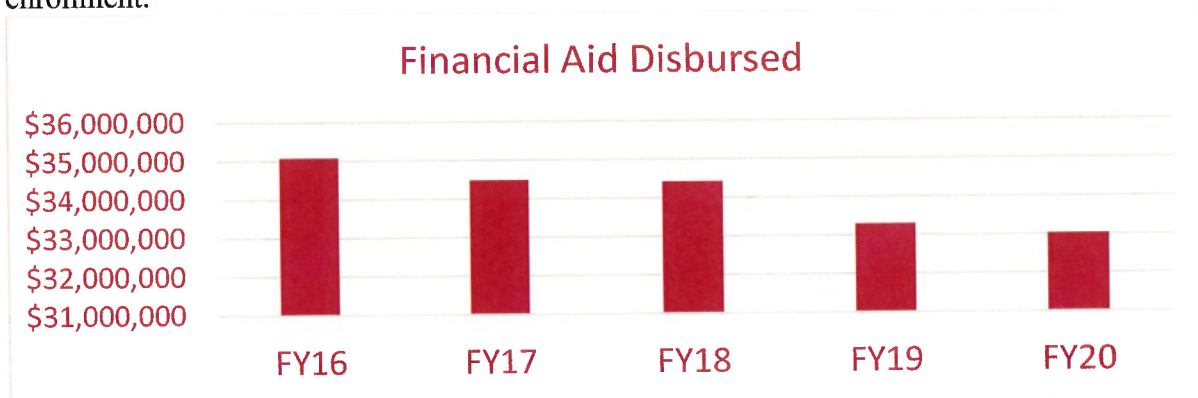
## FY 2020 Financial Aid Report

Oklahoma City Community College provides federal, state and institutional financial aid to eligible students. The number of students receiving grants and scholarships increased FY 2020. The number of students accepting loans decreased.

### Enrollment Headcount and Financial Aid Recipients



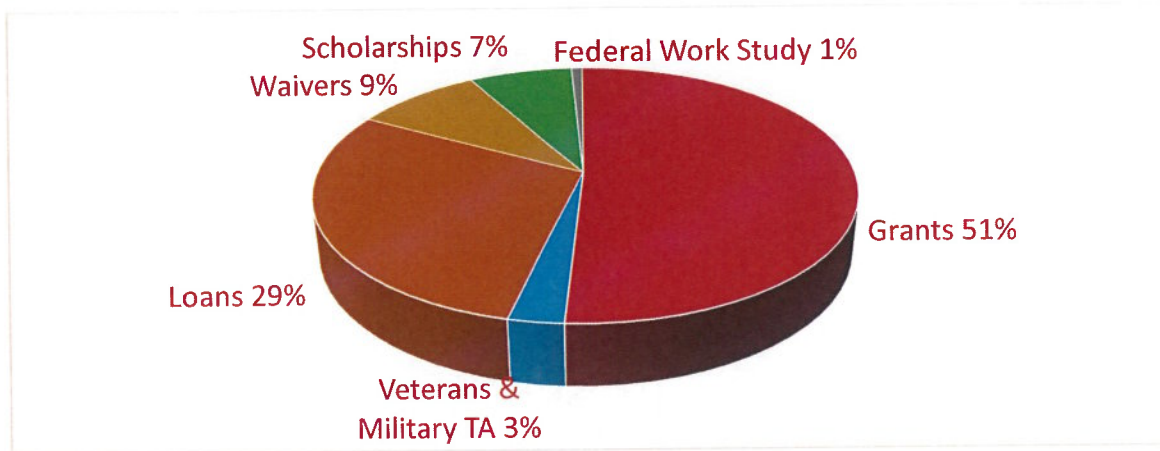
Total amount aid disbursed over the past five years has remained steady aligning with enrollment.





## Federal, State and Local Financial Assistance Programs

Grants continue to be the largest source (51%) of funds disbursed, followed by student loans (29%), Waivers (9%) and Scholarships (7%). Students also received Veterans Education and Military Tuition Assistance (3%), and Federal Work Study (1%). Many students receive more than one type of funding to assist with their educational expenses.



## The Free Application for Federal Student Aid (FAFSA)

For FY 2020, 14,081 students identified OCCC as one of their potential institutions of attendance on their FAFSA application. OCCC students' FAFSA submission remained steady with 9,023 (52.3%) of students completing a FAFSA. OCCC processed 13,445 applications.

## Educational Expenses

College Cost of Attendance (COA) includes Direct and Indirect Costs that determine the maximum aid offered and/or awarded to students. Direct costs include tuition, fees, books and supplies. Indirect costs are projected, based on the cost of living index and dependency status. Indirect Costs for OCCC include housing, transportation, personal expenses and miscellaneous. OCCC's COA remains consistently low and comparable with other community colleges nationally.

OCCC students receiving Federal Student Aid, 55% had a zero Expected Family Contribution (EFC) and were eligible to receive the maximum Pell grant award. Eighty-five percent (85%) of OCCC's FSA recipients received some Pell grant funding.

## Pell Grant Maximum Amounts for FY 2020

<u>Enrollment Status</u>	<u>Eligible Funding</u>
• Fulltime	\$6,195
• Three quarter time	\$4,46
• Half Time	\$3,098
• Less than Half Time	\$1,549

FY 2020 OCCC disbursed \$14,841,870 in Pell grant funds to 4,465 students. In addition to Pell grants, many of the low EFC students were also eligible for state grants, and scholarships sufficient to cover their entire Cost of Attendance.

### Satisfactory Academic Progress (SAP) for Federal Student Aid

SAP is calculated at the end of each semester and students are notified of their SAP status and any appeal requirements for continued eligibility. About 75% of OCCC students receiving financial aid met Satisfactory SAP requirements, 12% were placed on Warning and 13% were Unsatisfactory. The course completion rate requirement for each semester is 67% or greater. Cumulative GPA requirement is subject to the number of earned credit hours.

### Student Loans

The number of OCCC student-borrowers decreased from 14.3 percent FY 2019 to 13.0% FY 2020. The average amount borrowed remained steady at \$4,280 in FY 2019 and \$4,290 in FY 2020. Average loan debt per OCCC 2020 graduate was \$11,468, down slightly from prior year \$11,631.



## Student Loan Default Management

An institution's Cohort Default Rate is calculated as the percentage of borrowers entering repayment in the cohort year who default before the end of the second fiscal year following the year in which the borrowers entered repayment.

OSCC's Official Cohort Default Rate decreased from 18.4% to 16.7%. FY17 302/1801 compared to FY16 336/1823. Percentages represent FY17 students who defaulted by FY20. 302 of the 1,801 student borrowers who entered repayment FY17 had defaulted within 3 years.

College	FY 2015	FY 2016	FY 2017
OSCC	17.6%	18.4%	16.7%
Rose	19.1%	18.7%	17.6%
TCC	14.6%	15.6%	14.0%
OSU-OKC	16.1%	16.2%	15.8%
Redlands	20.5%	19.8%	18.0%

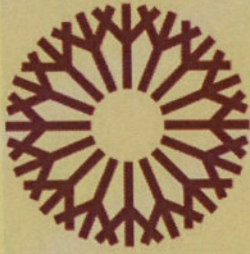
## Student Financial Education

The office of Student Financial Aid provides financial literacy to educate students on financial aid opportunities, loan repayment responsibilities, and managing financial aid. Students who opt for loans are required to complete online loan entrance and exit counseling. The option to complete Financial Awareness Counseling is also available to students.

The Financial Aid Self-Service portal provides an educational component that allows students to view their current financial aid status, including any missing documents, SAP status, awards, aggregate student loan and Pell grant history from all institutions attended.

Next year OSCC will introduce an annual loan acknowledgement that requires student borrowers to review their aggregate loan debt and repayment plans prior to receiving additional loans.



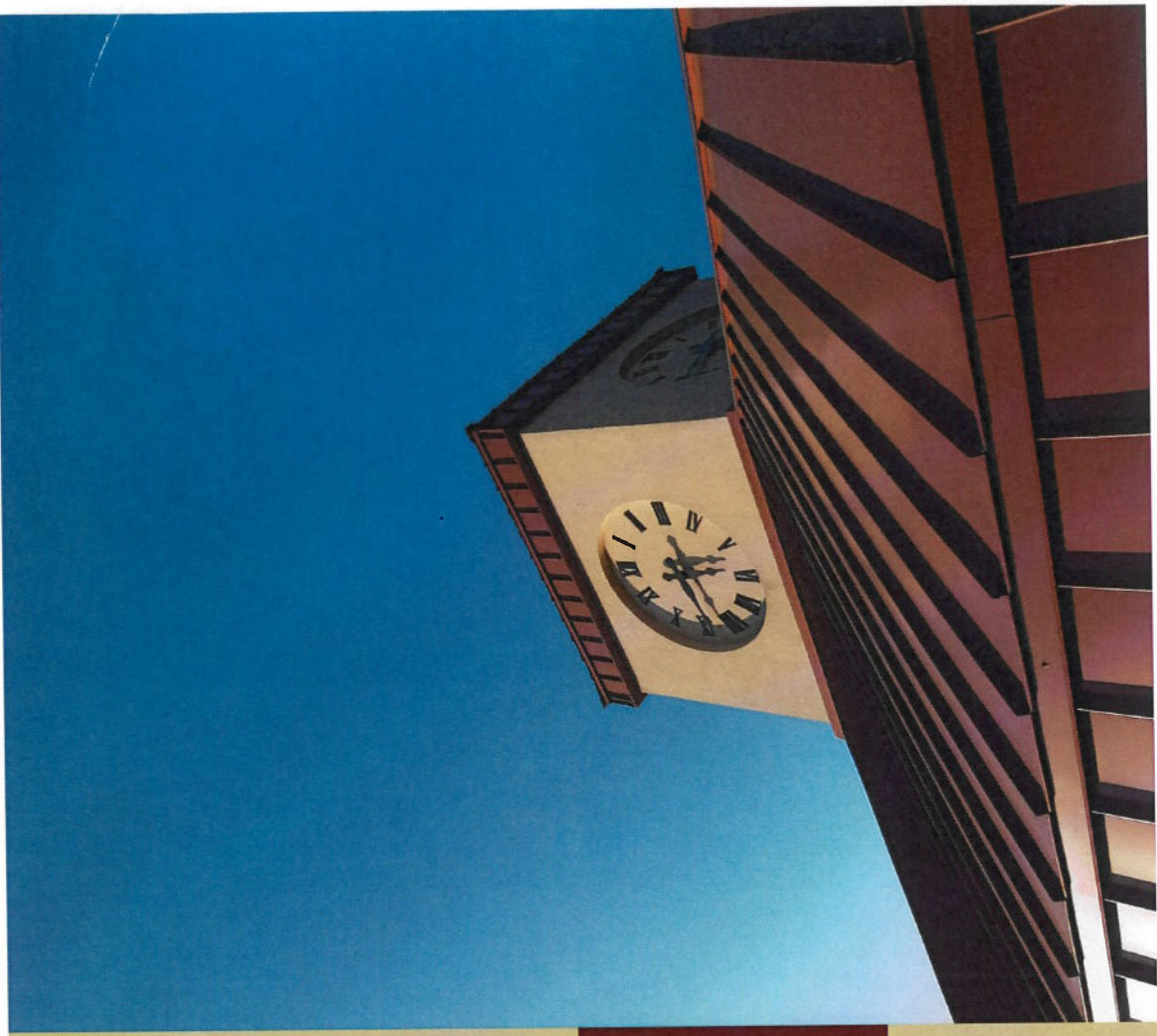


**OKLAHOMA CITY  
COMMUNITY COLLEGE**

**FY 2020 Financial Aid Report**

Board of Regents | November 13, 2020  
Item 7A

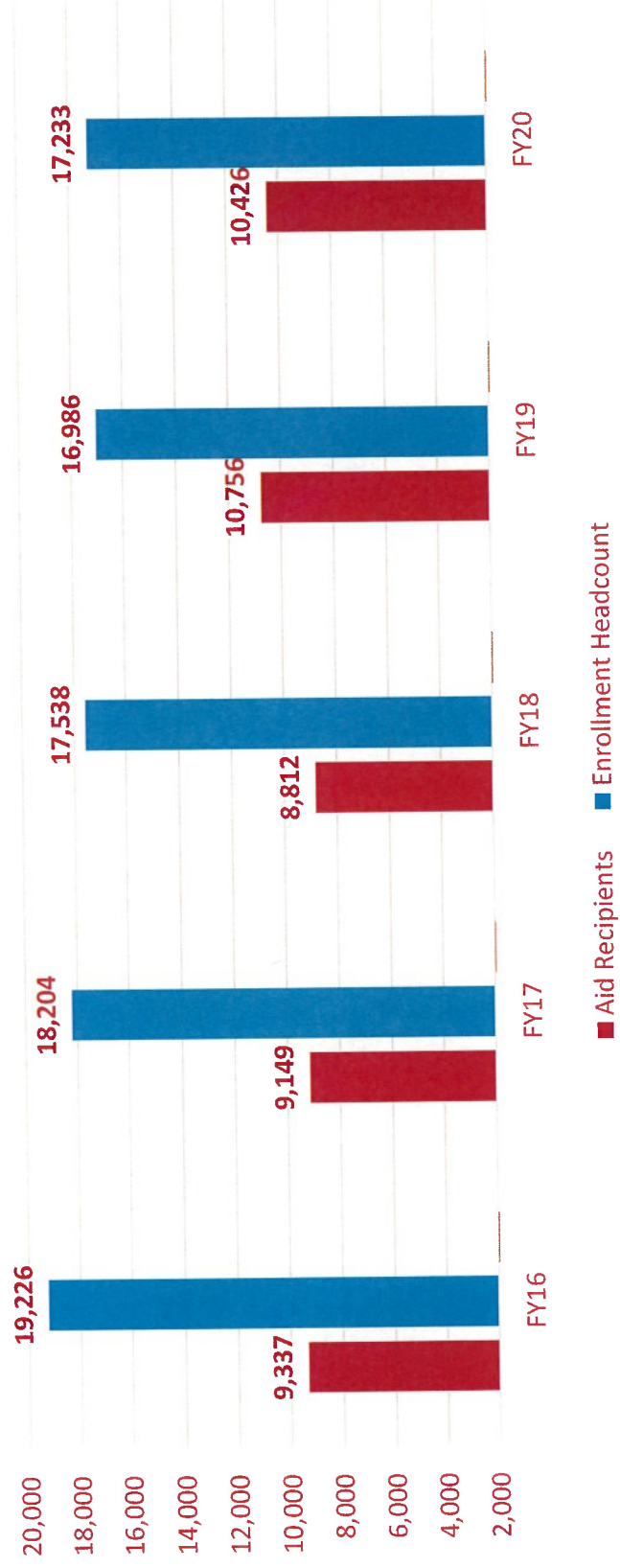
**Chris M. Snoddy**  
Associate Vice President, Student Affairs



# Enrollment Headcount & Financial Aid



OKLAHOMA CITY  
COMMUNITY COLLEGE

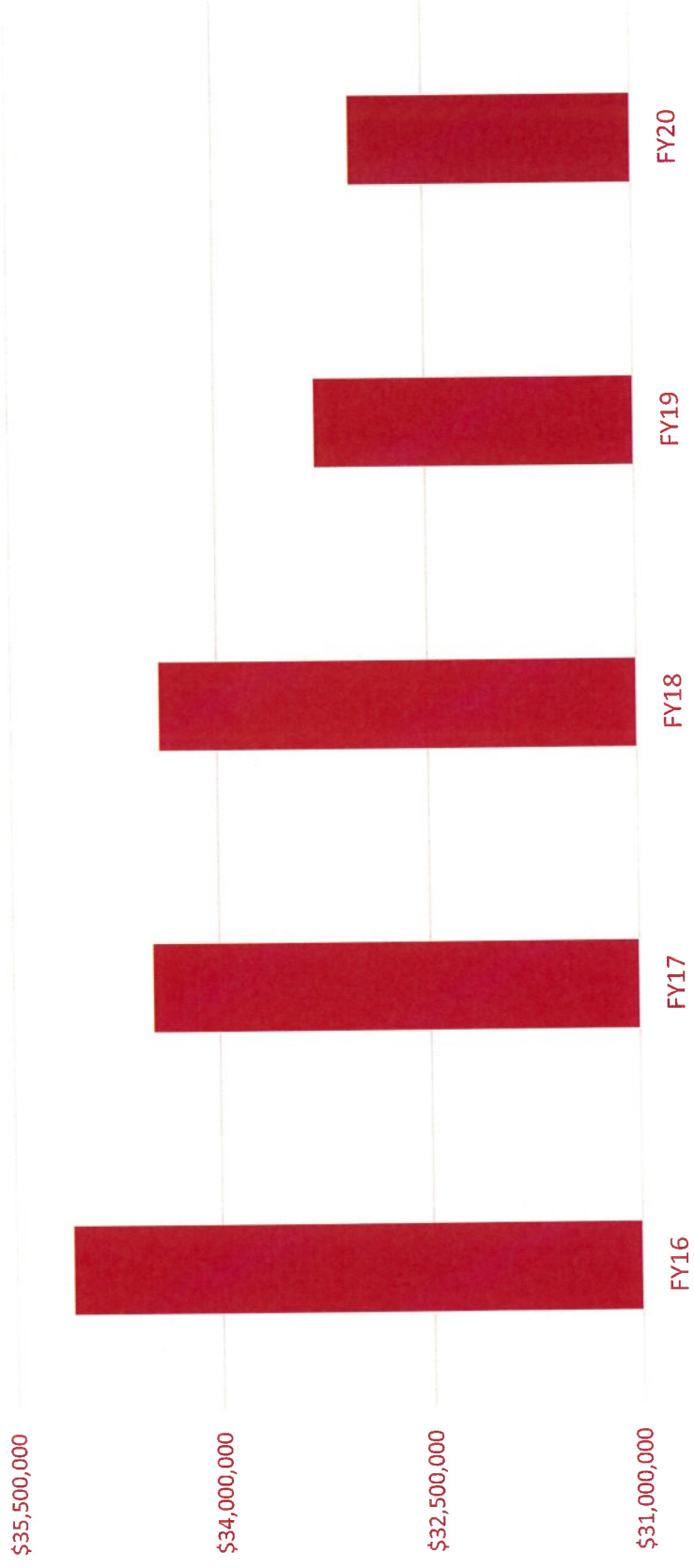


# Financial Aid Disbursed



OKLAHOMA CITY  
COMMUNITY COLLEGE

Financial Aid Disbursed

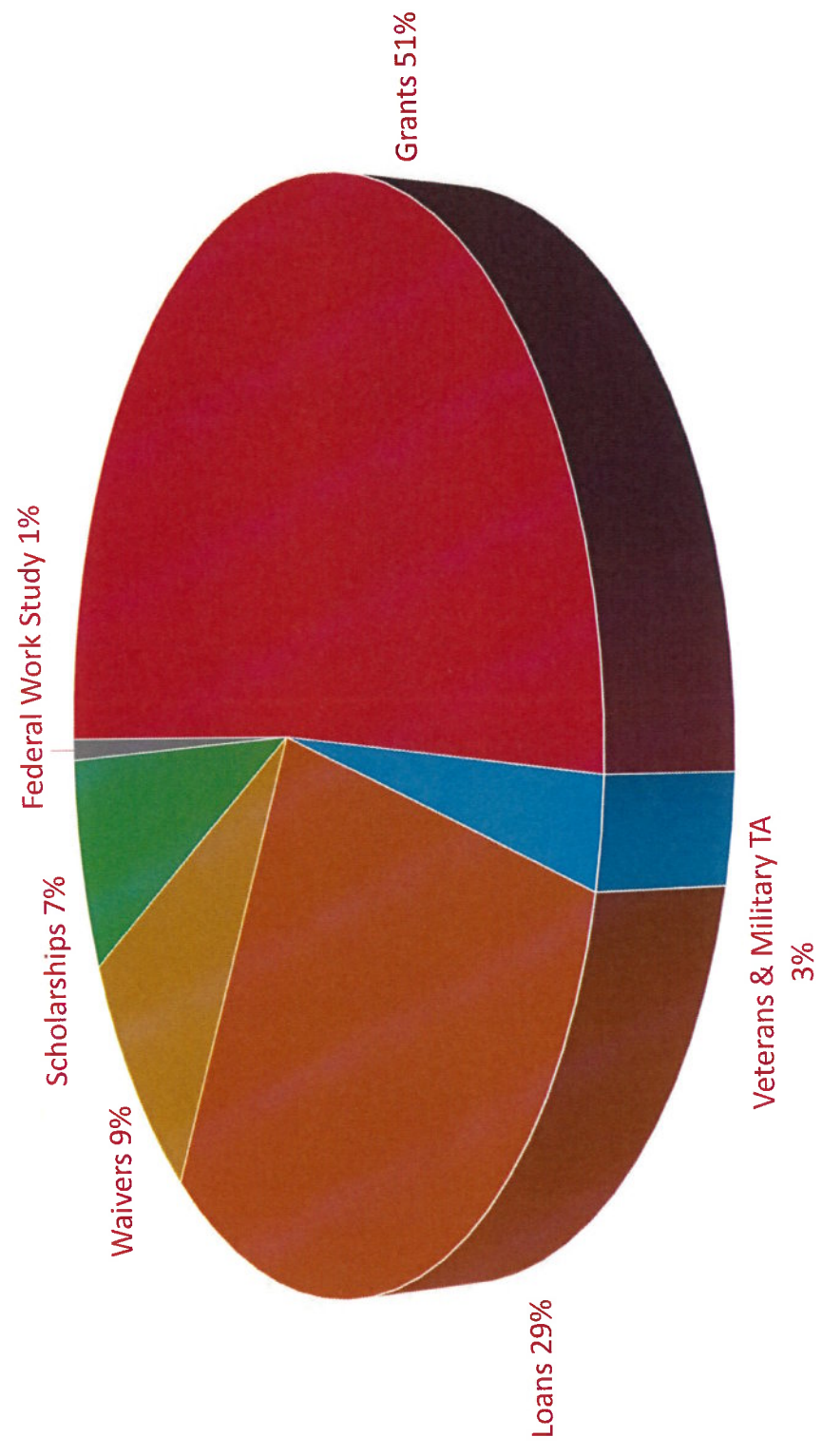




# Type of Financial Assistance



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# Graduate loan Debt



OKLAHOMA CITY  
COMMUNITY COLLEGE





# Cohort Default Rates



OKLAHOMA CITY  
COMMUNITY COLLEGE

College	FY 2015	FY 2016	FY 2017
OCCC	17.6%	18.4%	16.7%
Rose	19.1%	18.7%	17.6%
TCC	14.6%	15.6%	14.0%
OSU-OKC	16.1%	16.2%	15.8%
Redlands	20.5%	19.8%	18.0%



# Questions?

Meeting of the  
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS  
November 16, 2020

AGENDA ITEM 7B:

Fall 2020 Enrollment Report - Update

Fall 2020 Enrollment

- Fall 2020 as of the late eight week census date:
  - Head count is 12,239
  - Total credit hours are 103,348
  
- Fall 2020 Enrollment Report Update is attached.

## Information Report on Fall 2020 Enrollment Update

	<u>19F</u>	<u>20F</u>	<u>20F % change</u>
<b><u>Head Count</u></b>			
Head Count	12,047	12,239	1.6%

<b><u>Total Credit Hours</u></b>			
Total Credit Hours	102,285	103,348	1.0%

### **Head Count by Term**

16 Week	10,511	897
Early 8	3,710	9,979
Late 8	3,237	9,460

### **Total Credit Hours by Term**

16 Week	77,036	5,462
Early 8	12,667	50,873
Late 8	12,582	47,013

### **Full-time and Part-time**

Full-Time Students	3,734	3,811	2.1%
Part-Time Students	8,313	8,428	1.4%

#### Percentages:

Full-Time Students	31.0%	31.1%
Part-Time Students	69.0%	68.9%

### **Current, New, and Returning (not mutually exclusive)**

New Students	2,786	2,864	2.8%
New Transfer Students	852	856	0.5%
Returning Students	8,409	8,519	1.3%
Concurrent Students	1,542	1,659	7.6%

#### Percentages:

New Student	23.1%	23.4%
New Transfer Student	7.1%	7.0%
Returning Student	69.8%	69.6%
Concurrent Student	12.8%	13.6%

### **Traditional and Online**

At least One online and One traditional students	3,279
Online ONLY Students	2,899
Traditional ONLY Students	5,147

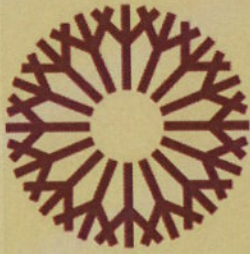
#### Percentages:

At least One online and One traditional Students	27.2%
Online ONLY Students	24.1%
Traditional ONLY Students	42.7%

## Information Report on Fall 2020 Census Date Enrollment Update

<u>Demographic Profile</u>	<u>19F</u>	<u>20F</u>	<u>20F % change</u>
<b>Age</b>			
17 & Under	1,170	1,349	15.3%
18 to 24	6,965	6,693	-3.9%
25 to 29	1,613	1,746	8.2%
30 and Over	2,299	2,451	6.6%
Percentages:			
17 and Under	9.7%	11.0%	
18 to 24	57.8%	54.7%	
25 to 29	13.4%	14.3%	
30 and Over	19.1%	20.0%	
Average Age	24	24	
Median Age	21	21	
<b>Gender</b>			
Female	7,404	7,842	5.9%
Male	4,623	4,375	-5.4%
Percentages:			
Female	61.5%	64.1%	
Male	38.4%	35.7%	
<b>Race and Ethnicity</b>			
Black/African American	1,083	1,189	9.8%
Asian	655	659	0.6%
White	5,647	5,622	-0.4%
Native American/Alaskan	490	575	17.3%
Hispanic	2,256	2,267	0.5%
Two or More Races	1,094	1,118	2.2%
Not Reported	802	785	-2.1%
Hawaiian/Pacific Islander	20	24	20.0%
Percentages:			
Black/African American	9.0%	9.7%	
Asian	5.4%	5.4%	
White	46.9%	45.9%	
Native American/Alaskan	4.1%	4.7%	
Hispanic	18.7%	18.5%	
Two or More Races	9.1%	9.1%	
Not Reported	6.7%	6.4%	
Hawaiian/Pacific Islander	0.2%	0.2%	



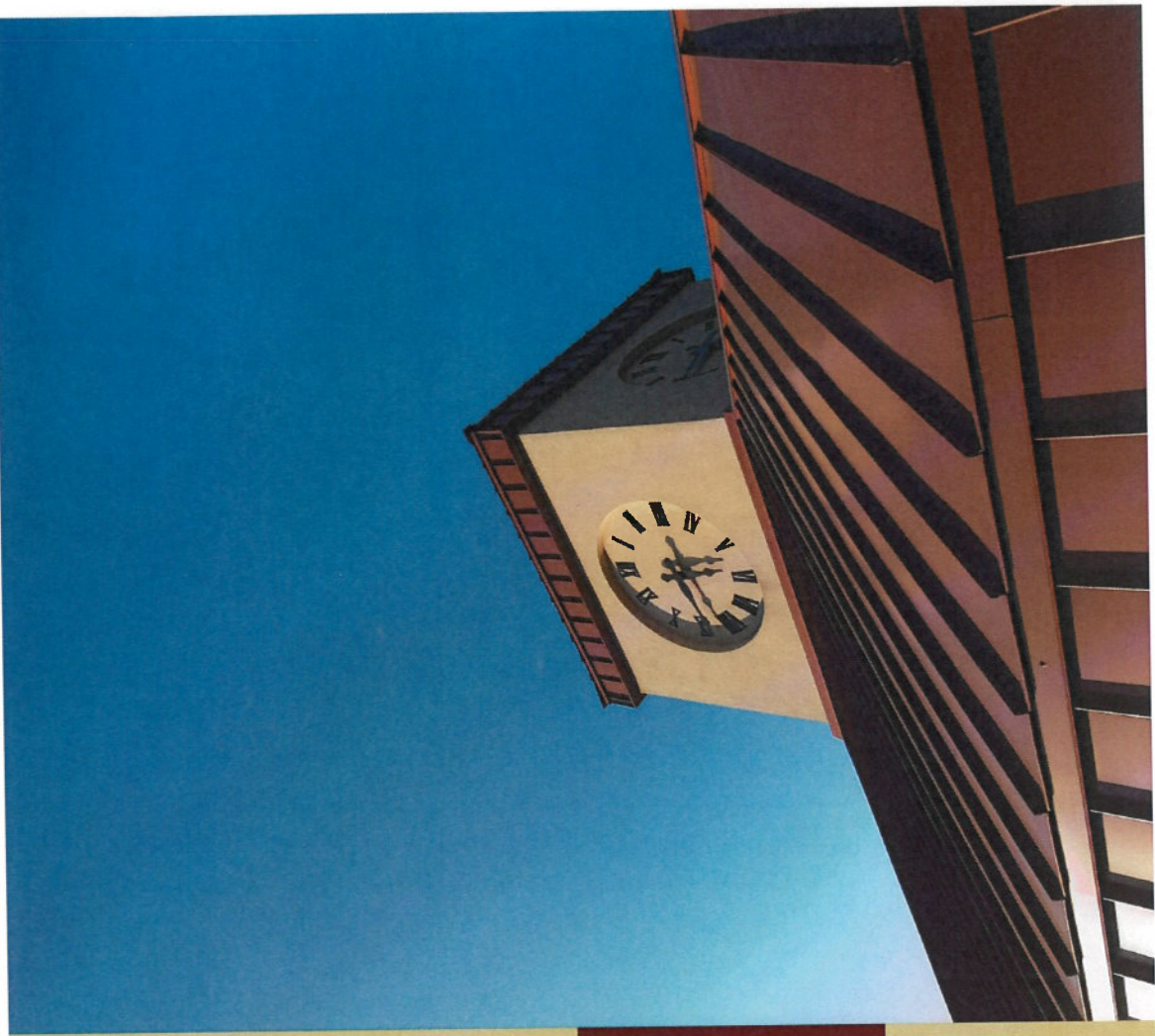


OKLAHOMA CITY  
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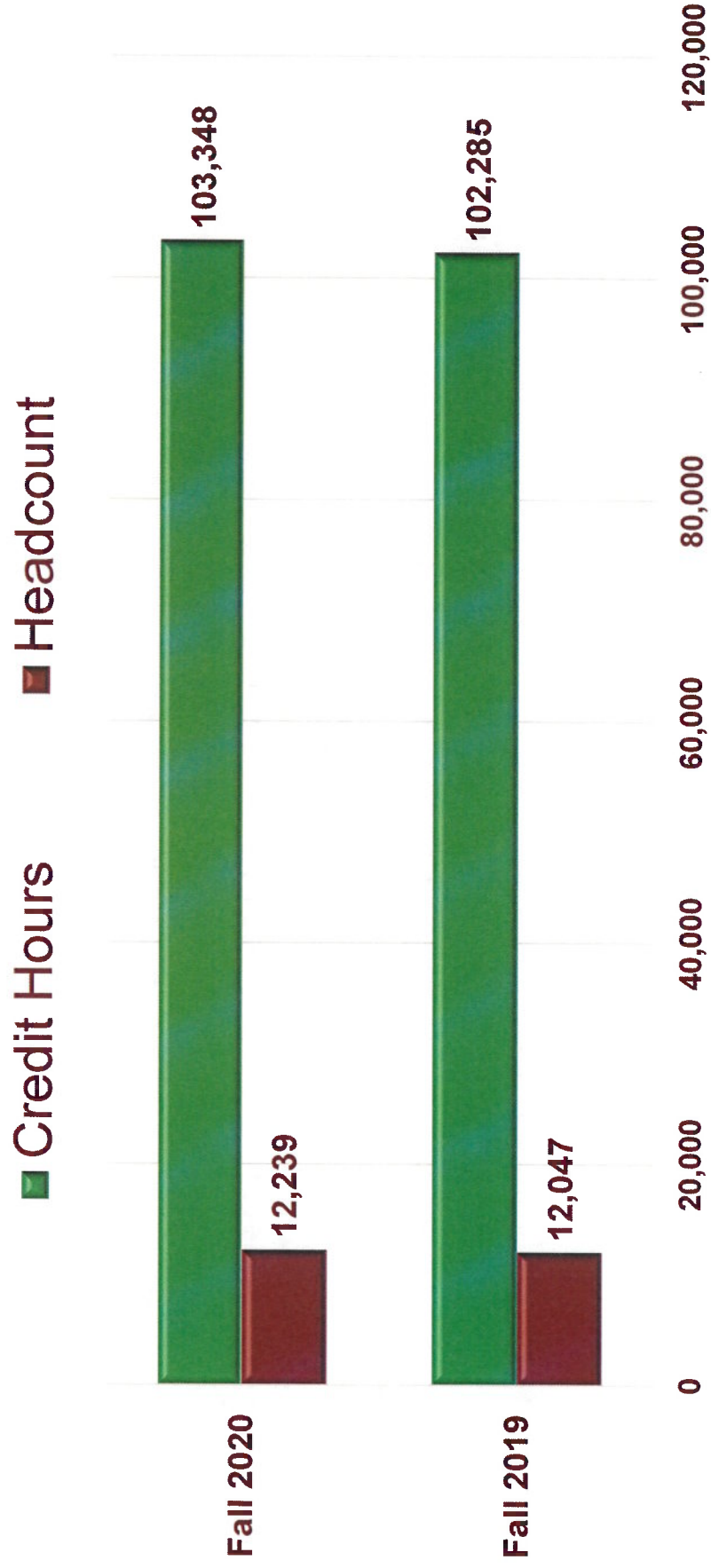
**Fall 2020 Enrollment Report**  
Board of Regents | November 13, 2020

Item 7B

**Mr. Michael Hoggatt**  
**Director, Recruitment & Admissions**



# Headcount Overall and Credit Hour Totals



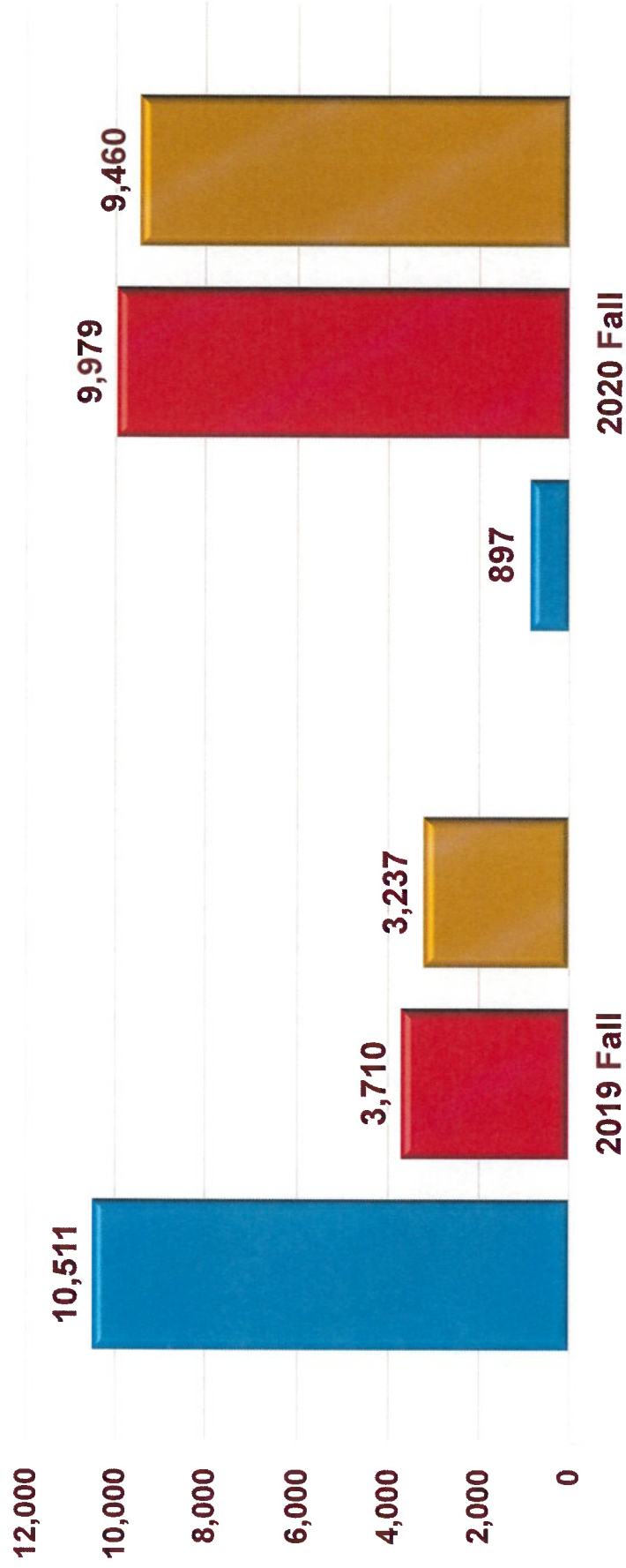


# Headcount by Terms



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■ 16 Week ■ Early 8 ■ Late 8

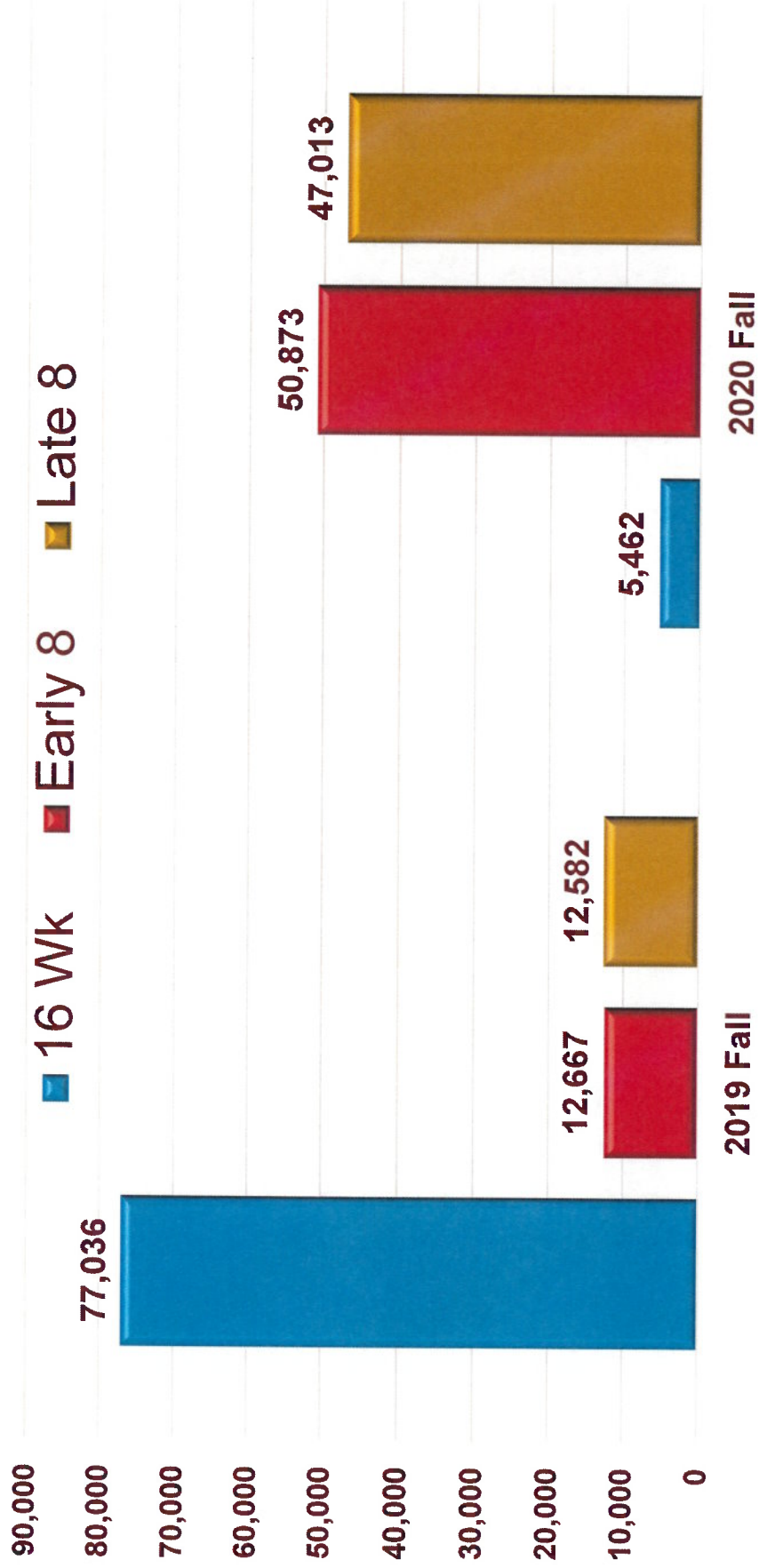




# Credit Hours by Terms



OKLAHOMA CITY  
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# Academic Profile Fall Semester Overall



OKLAHOMA CITY  
COMMUNITY COLLEGE

<b>Student Type</b>	<b><u>Fall 2019</u></b>	<b><u>Fall 2020</u></b>
<b>New Students</b>	<b>23.1%</b>	<b>23.4%</b>
<b>New Transfer Students</b>	<b>7.1%</b>	<b>7.0%</b>
<b>Returning Students</b>	<b>69.8%</b>	<b>69.6%</b>

# Year over Year Percent Change Overall



<b>Student Type</b>	<b><u>Fall 2020</u></b>
<b>New Students</b>	<b>2.8% (78)</b>
<b>New Transfer Students</b>	<b>0.5% (4)</b>
<b>Returning Students</b>	<b>1.3% (110)</b>



# Concurrent Profile Fall Semester Overall



OKLAHOMA CITY  
COMMUNITY COLLEGE

<b>Student Type</b>	<b><u>Fall 2019</u></b>	<b><u>Fall 2020</u></b>
<b>Concurrent Students*</b>	<b>12.8% (1,542)</b>	<b>13.6% (1,659)</b>
<b>Junior Concurrent</b>	<b>2.6% (308)</b>	<b>4.4% (535)</b>
<b>Senior Concurrent</b>	<b>10.2% (1,231)</b>	<b>9.1% (1,116)</b>

\* Concurrent students as a percent of all Fall Term Students.



OKLAHOMA CITY  
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# Questions