

REGULAR MEETING—BOARD OF REGENTS
OKLAHOMA CITY COMMUNITY COLLEGE
7777 SOUTH MAY AVENUE
OKLAHOMA CITY, OK 73159
Al Snipes Board Room
June 15, 2020
11:30 a.m.

Pursuant to 25 O.S. § 307.1, Oklahoma City Community College shall conduct a meeting which includes videoconference and audioconference capabilities. There shall be an in-person location at the address listed above. Members of the public may view the meeting in-person or at the following web address:

www.occc.edu/meetings

The following Board of Regents members shall be physically present at the meeting site:

Chair Devery Youngblood
Vice-Chair Kevin Perry
Secretary Christie Burgin
Regent David Echols
Regent James White

The following Board of Regents members shall participate remotely:

Regent Jalal Farzaneh – Videoconference (audioconference backup)
Regent Raúl Font – 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. **For Action:** Approval of the Consent Docket (Tab 4, Pages 1-25)
 - A. Minutes of the Regular Meeting of the Oklahoma City Community College Board of Regents, May 18, 2020
 - B. Minutes of the Special Joint Meeting of the Oklahoma City Community College Board of Regents and the South Oklahoma City Area School District Board of Trustees, June 8, 2020
 - C. Acceptance of the Oklahoma City Community College Budget Report for Fiscal Year 2020 through May 31, 2020

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5. For Action: Approving Modifications to the Five-Year Strategic Plan, Renewal, Change, and Innovation: 2019-2023 – President Jerry Steward
 - Currently, initiative two of the Five Year Strategic Plan, *Renewal, Change, and Innovation* is the Workforce Development Center
 - The planned Workforce Development Center will not be built.
 - Pending approval of final plans prepared by the College architect, the Health Professions Center will be substantially expanded.
 - It is appropriate for the Health Professions Center expansion to replace the Workforce Development Center in the Five Year Strategic Plan, *Renewal, Change, and Innovation*.
6. For Action: Approving Revisions to the Board of Regents Governance Document II-2 Aspiration, Mission and Values: College Mission Statement to read: “Student Success. Community Enrichment.” – Chair Devery Youngblood
 - The current College Mission Statement is: OCCC provides broad access to learning that empowers students to complete a certificate or degree and that enriches the lives of everyone in our community.
 - Student Success. Community Enrichment. is the proposed mission statement. The proposed mission statement captures the intent of the current mission statement, but it is much more likely to be remembered and understood by the College community and by external constituents.
7. For Action: Approving the Fiscal Year 2021 Annual Plan (*copy included*) – Chair Devery Youngblood
8. For Action: Approving the Fiscal Year 2021 Staffing Plan, Including the Staffing Requirements, and Compensation and Benefits Plan – Chair Devery Youngblood (Tab 8, Pages 26-27)
9. For Action: Approving the Fiscal Year 2021 Educational and General Operating Budget – Chair Devery Youngblood (Tab 9, Pages 28-30)

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10. For Action: Approving the Fiscal Year 2021 Auxiliary Budget – Chair Devery Youngblood (Tab 10, Pages 31-32)
11. For Action: Approving the Fiscal Year 2021 Capital Budget – Chair Devery Youngblood (Tab 11, Pages 33-34)
12. For Action: Approving an Agreement Between Oklahoma City Community College and the South Oklahoma City Area School District Regarding the Fiscal Year 2021 Payment to the College for Providing Postsecondary Technical Education – Chair Devery Youngblood (Tab 12, Pages 35-37)
13. For Action: Approving a Lease Between Oklahoma City Community College and the South Oklahoma City Area School District Whereby the College Leases Certain Facilities from the District – Chair Devery Youngblood (Tab 13, Pages 38-40)
14. For Action: Authorizing the President of the College to Execute Necessary Contracts and Adjust Budgets and Staffing Plans as Deemed Necessary to Meet the Mission and Achieve the ENDS of the College – Chair Devery Youngblood (Tab 14, Page 41)
15. For Action: Entering into an Agreement with the Board of Trustees of the Oklahoma City Community College Foundation for Fiscal Year 2021 for the Exchange of Services, Goods, and Funds – Mr. Von Allen, Chief Development Officer (Tab 15, Pages 42-44)
16. For Action: Authorizing the Administration to Request Approval by the Oklahoma State Regents for Higher Education for the College to seek approval of curriculum changes for two (2) current degree programs – Mr. Greg Gardner, Vice President for Academic Affairs (Tab 16, Page 45)
17. Higher Learning Commission Overview: Criterion 4 – Dr. Makenna Green Garrison, Director of Curriculum and Assessment/Interim Dean of Social Sciences
18. For Action: Authorizing an Update to the Student Activity Fee Revenue Description – Dr. Jeremy Thomas, Vice President for Student Affairs (Tab 18, Pages 46-47)
19. Information Report:
 - A. Update on Fall 2020 Enrollment Efforts – Dr. Jeremy Thomas, Vice President for Student Affairs

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20. For Action: Commissioning Police Officer, Mr. Michael Stevenson, for the Oklahoma City Community College Campus Police Department – Chair Devery Youngblood (Tab 20, Page 48)
21. Announcement of Board of Regents' Committees – Chair Devery Youngblood
22. For Action: Acceptance of the Report regarding results of issuance of Oklahoma Development Finance Authority Master Real Property Lease Revenue Bonds Tax-Exempt Series 2020A & Federally Taxable Series 2020B, with actions as desired by Regents – Chair Devery Youngblood (Tab 22, Page 49)
23. For Action: Approving an Executive Session, if Desired, for the Purpose of Discussing the Employment and Terms and Conditions of Employment of President Jerry Steward as President of Oklahoma City Community College, 25 O.S. § 307(B)(1) – Chair Devery Youngblood

The following **Board of Regents** members **shall be physically present** at the meeting site for the executive session:

Chair Devery Youngblood
Vice-Chair Kevin Perry
Secretary Christie Burgin
Regent David Echols
Regent James White

The following **Board of Regents** members **shall participate remotely** in the executive session:

Regent Jalal Farzaneh – Audioconference
Regent Raúl Font – Audioconference

24. Executive Session for the Purpose of Discussing the Employment and Terms and Conditions of Employment of President Jerry Steward as President of Oklahoma City Community College, 25 O.S. § 307(B)(1) – Chair Devery Youngblood
25. For Action: Reconvening Into Open Session of the Board of Regents – Chair Devery Youngblood

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26. For Action: Approving an Adjustment, if Desired, to the Basic Compensation of President Jerry Steward, President of Oklahoma City Community College, for Fiscal Year 2022 and Fiscal Year 2023, and Authorizing the Chair of the Board of Regents to Execute an Amendment to the Fiscal Year 2022 and Fiscal Year 2023 Employment Contract of President Jerry Steward – Chair Devery Youngblood
27. For Action: Reemploying President Jerry Steward, if Desired, as President of Oklahoma City Community College for Fiscal Year 2021, Fiscal Year 2022, and Fiscal Year 2023, and Authorizing the Chair of the Board of Regents to Execute the Contract for Employment of the President – Chair Devery Youngblood
28. Board of Regents' Request(s) for Information from Staff – Chair Devery Youngblood
29. Chair's Comments and Announcements
 - A. OCCC's Commitment to Inclusion and Diversity – Chair Devery Youngblood
30. Regents' Comments and Announcements
31. 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.
32. For Action: Adjournment

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 4A:

Minutes of the Regular Meeting of the Board of Regents, May 18, 2020

1. Call to Order. Board Devery Youngblood called the Regular Meeting of the Oklahoma City Community College Board of Regents to order at 11:31 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 had been filed with the Office of Administrative Rules and the County Clerk on December 16, 2019, and the agenda had been posted at 12:00 PM on May 13, 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 Kevin Perry
Regent Jim White
Regent Devery Youngblood

Board Members Absent:

Regent Raúl Font

Others in attendance: President Jerry Steward, Dr. Jeremy Thomas, Ms. Cynthia Gary, Mr. Chris Snow, Dr. Regina Switzer, Mr. Greg Gardner, Ms. Tina Sumler, Dr. James Murray, Dr. Makenna Garrison Green, Ms. Roshell Roberts, and from Crawford & Associates: Mr. Justin Kersey

4. Approval of the Consent Docket:
 - A. Minutes of the Regular Meeting of the Board of Regents, April 20, 2020
 - B. Acceptance of the Budget Report for Fiscal Year 2020 Through April 30, 2020

MOTION by Regent Perry, seconded by Regent White to approve/accept the consent docket items as shown in the agenda. Motion carried 6-0, as follows:

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

Regular Board of Regents' Meeting Minutes
May 18, 2020

5. Review of the Draft Fiscal Year 2020 (2021, see below) Staffing Requirements, Compensation and Benefits Plan, and Budget Estimates

Ms. Cynthia Gary began her report by stating the agenda had an error related to the year. She informed the Board that "Fiscal Year 2020" was listed under item number 5 but should have been listed as "Fiscal Year 2021".

Dr. Regina Switzer, Vice President for Human Resources, presented a summary of the FY 2021 Staffing Plan, addressing staffing requirements, benefits, and compensation.

Ms. Cynthia Gary, Chief Financial Officer, presented a summary of the tuition and fees increase and the budgets (E&G; Auxiliary; Capital; and, the SOKC Area School District).

6. For Action: Acceptance of the Internal Audit Report on the Miscellaneous Encumbrance and Pre-Audit System (claims), Cash-on-Hand, Employment Services and Payroll, Community Development (Community Outreach, Theater, Cultural Programs), follow-up on prior year audit findings.

Regent Christie Burgin announced that she and Regent Raúl Font currently serve as the Board Audit Committee. Regent Burgin reported that the committee met to review the Fiscal Year 2020 Internal Audit Report and consider a recommendation to the Board regarding the internal audit report. The Committee met on Tuesday, May 5, 2020 with Mr. Justin Kersey and Mr. Dwayne Tate representing the firm of Crawford & Associates. The meeting was also attended by President Jerry Steward, Ms. Tina Sumler, and Ms. Cynthia Gary.

During the meeting, Mr. Kersey presented the Internal Auditor's Report. The report was distributed with the Board agenda materials.

At this time in the report, Regent Burgin asked Mr. Kersey to provide a brief overview of the audit report for the entire Board, which he did.

The audit report was thorough, positive, and reflected a high level of compliance with College financial policies and that of the State of Oklahoma. OCCC administration and the College financial staff were commended for their commitment to the College, their preparation efforts, and their cooperation with Crawford & Associates.

Regent Burgin recommended approval of the internal audit report by the Board of Regents.

MOTION by Regent Burgin, seconded by Regent White to accept the Internal Audit Report. Motion carried 6-0, as follows:

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

Regular Board of Regents' Meeting Minutes
May 18, 2020

7. Discussion of the Draft Fiscal Year 2021 Annual Plan with Budget Assumptions

(A draft copy of the FY2021 Annual Plan was included in the agenda materials.)
President Steward informed the Board that the FY2021 Annual Plan is currently in draft form and is normally discussed during the April Board meeting. Due to COVID-19, this year's discussion was part of the May Board meeting instead. He then reminded the Board that the draft plan will be submitted to the Board for its final approval at the June 2020 Board meeting.

President Steward pointed out that on page 4, under "Renewal, Change, and Innovation" of the plan, item number 2 relates to the Workforce Development Center. He stated that with the Board's permission, he planned to request that we delete the "Workforce Development Center" and in its place, add the "Health Professions Center Expansion Project".

President Steward went on to inform the Board that the Core Indicators on page 7 and page 8 have not changed from prior years. However, on page 9, he highlighted an addition of item number 10 to the Core Indicators. This related to OCCC's move from 16 to 8 week courses. He gave a brief overview of why OCCC moved to that model.

He added that page 10 another Core Indicator 15 has been added. This relates to OCCC's recognition of automotive programs such as General Motors, Honda, Nissan, Subaru, as well as a General Automotive program. He stated that since this is directly related to a Workforce Development program, it should be added as a Core Indicator for the Board's review.

President Steward drew the Board's attention to page 12, and how the Mission Capacity Core Indicator number 22 has also been added. This was related to the Health Professions Center Expansion Center project for which the Board has been receiving monthly updates.

Finally, President Steward then briefly explained page 14 and provided comments related to the Fiscal Year 2021 state allocations which are down 3.95%.

8. For Action: Approving the Annual Campus Master Plan for Fiscal Year 2021.

Mr. Chris Snow provided a brief update and recommended approval for the Annual Campus Master Plan for 2022 through 2029.

MOTION by Regent Echols, seconded by Regent Burgin to approve/accept the Annual Campus Master Plan. Motion carried 6-0, as follows:

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

Regular Board of Regents' Meeting Minutes
May 18, 2020

9. For Action: Approving a Mutual Cooperation Agreement Between Oklahoma City Community College and the Board of County Commissioners of Oklahoma County for Fiscal Year 2021, and Authorizing the Chair of the Board of Regents to Execute the Mutual Cooperation Agreement for Fiscal Year 2021

Mr. Chris Snow provided a brief update regarding the annual agreement between Oklahoma City Community College and the Board of County Commissioners of Oklahoma County for Fiscal Year 2021.

MOTION by Regent White, seconded by Regent Burgin to accept the Mutual Cooperation Agreement and Execute the Agreement during Fiscal Year 2021. Motion carried 6-0, as follows:

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

10. Monitoring Reports:

A. Dr. Jeremy Thomas provided a Monitoring Report on College END: "Access: Our community has broad and equitable access to both highly valued certificate and degree programs and non-credit educational opportunities and events."

B. For Action: Accepting the Annual Monitoring Report on College END: Student Access. "Access: Our community has broad and equitable access to both highly valued certificate and degree programs and non-credit educational opportunities and events."

MOTION by Regent Burgin, seconded by Regent Farzaneh to accept the Annual Monitoring Report on College END: Student Access. "Access: Our community has broad and equitable access to both highly valued certificate and degree programs and non-credit educational opportunities and events." Motion carried 6-0, as follows:

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

11. Information Reports:

A. Dr. Regina Switzer, Vice President for Human Resources, provided a report on Diversity.

B. Dr. Makenna Green Garrison, Director of Curriculum and Assessment/Interim Dean of Social Sciences, provided a report on Higher Learning Commission Overview: Criterion 3.

12. Board of Regents' Request(s) for Information from Staff: None

Regular Board of Regents' Meeting Minutes
May 18, 2020

13. Chair's Comments and Announcements: Chair Youngblood apologized for not mentioning the newest Regent to join the OCCC Board of Regents/Trustees. He then introduced and welcomed Regent Jalal Farzaneh.

Regent Farzaneh expressed his appreciation for the welcome and informed the Board that he looks forward to the opportunity as a Regent for Oklahoma City Community College.

Chair Youngblood then took the opportunity to remind everyone that there are two Board of Regents' meetings in the month of June.

14. Regents' Comments and Announcements: None

15. 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

16. Adjournment

MOTION by Regent White, seconded by Regent Perry, to adjourn at 12:41 p.m. Motion carried 6-0, as follows:

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

Devery Youngblood, Chair

Christie Burgin, Secretary

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 4B:

Minutes of the Special Joint Meeting of the Oklahoma City Community College Board of Regents and the South Oklahoma City Area School District Board of Trustees, June 8, 2020

1. Call to Order. Board of Regents' Chair/Board of Trustees' President Devery Youngblood called the Special Joint Meeting Oklahoma City Board of Regents and the South Oklahoma City Area School District Board of Trustees to order at 11:31 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/Minute Clerk Ms. Roshell Roberts announced that notice of the meeting had been filed with the Office of Administrative Rules and the County Clerk on December 16, 2019, and the agenda had been posted at 11:00 a.m. on June 3, 2020 in accordance with the Oklahoma Open Meeting Act.
3. Roll Call by the Assistant Secretary/Minute Clerk:

Board Members Present (physically and virtually):

Regent/Trustee Christie Burgin
Regent/Trustee David Echols
Regent/Trustee Jalal Farzaneh
Regent/Trustee Raúl Font
Regent/Trustee James White
Regent/Trustee Devery Youngblood

Board Members Absent:

Regent/Trustee Kevin Perry

Others in attendance: President/Superintendent Jerry Steward, Dean Max Simmons, Mr. Bryon Dickens, Dr. James Murray, Mr. Tim Whisenhunt, and Ms. Roshell Roberts

4. Update on Response to COVID-19

President/Superintendent Steward provided a very brief overview of OCCC's response to COVID-19, including when the Executive Leadership team returned to the campus. He also gave an update as to how OCCC is moving forward during the phased responses of the current pandemic.

5. Presentation/Overview of the Fiscal Year 2021 Annual Plan (Copy of the Fiscal Year 2021 Annual Plan is included with meeting materials), Staffing Plan, Tuition, and Budgets of the College and of the District.

**Meeting Minutes—Special Joint Meeting of the
OCCC Board of Regents and South Oklahoma
City Area School District Board of Trustees
June 8, 2020**

President/Superintendent Steward shared that this would be the last opportunity for members of the Board to request any modifications to the Fiscal Year 2021 Annual Plan. He wanted the Board members to know that the discussion today is designed to make sure that the Regents have a comfort level with the actions they will be asked to take at the June 15, 2020 meeting. He then reminded the Board that in the April meeting he mentioned that these numbers will change substantially. President Steward mentioned the Reduction in Force that occurred as a result of the budget, and how there could be more, given the current circumstances related to COVID-19. He explained that this meeting is a presentation and discussion of the information related to the Fiscal Year 2021 Staffing Plan, Tuition, and Budgets; and on Monday, June 15, 2020 these items will be recommended for approval.

Dr. Regina Switzer, Vice President for Human Resources, presented a summary of the Fiscal Year 2021 Staffing Plan, addressing staffing requirements, benefits, and compensation.

Ms. Cynthia Gary, Chief Financial Officer, presented a summary of the tuition and fees increase and the budgets (E&G; Auxiliary; Capital; and, the SOKC Area School District).

6. Approving an Executive Session, if Desired, for the Purpose of Discussing the Following:
 - A. Employment and Terms and Conditions of Employment of President Jerry Steward as President of Oklahoma City Community College, 25 O.S. § 307(B)(1)
 - B. Employment and Terms and Conditions of Employment of Superintendent Jerry Steward as Superintendent of the South Oklahoma City Area School District, 25 O.S. § 307(B)(1)

MOTION by Regent/Trustee Echols, seconded by Regent/Trustee Font, to enter into an Executive Session at 12:11 p.m., for the purpose of discussing: 1) the employment and terms and conditions of employment of President Jerry Steward as President of Oklahoma City Community College; 2) employment and terms and conditions of employment of Superintendent Jerry Steward as Superintendent of the South Oklahoma City Area School District. Motion carried 6-0, as follows:

Aye - Regent/Trustee Burgin, Regent/Trustee Echols, Regent/Trustee Farzaneh, Regent/Trustee Font, Regent/Trustee White, and Regent/Trustee Youngblood

7. Executive Session for the Purpose of Discussing the Following:
 - A. Employment and Terms and Conditions of Employment of President Jerry Steward as President of Oklahoma City Community College, 25 O.S. § 307(B)(1)
 - B. Employment and Terms and Conditions of Superintendent Jerry Steward as Superintendent of the South Oklahoma City Area School District, 25 O.S. § 307(B)(1)

The Board of Regents met in Executive Session from 12:11 p.m. until 1:16 p.m.

**Meeting Minutes—Special Joint Meeting of the
OCCC Board of Regents and South Oklahoma
City Area School District Board of Trustees
June 8, 2020**

8. Reconvening Into Open Session of the Special Joint Meeting of the Board of Regents and Board of Trustees

MOTION by Regent/Trustee Font, seconded by Regent/Trustee Echols to reconvene into open session of the Board of Regents and Board of Trustees. Motion carried 6-0, as follows:

Aye - Regent/Trustee Burgin, Regent/Trustee Echols, Regent/Trustee Farzaneh, Regent/Trustee Font, Regent/Trustee White, and Regent/Trustee Youngblood

(NOTE: The meeting reconvened at approximately 1:16 p.m.)

9. For Action: Adjournment

MOTION by Regent White, seconded by Regent Font, to adjourn at 1:18 p.m. Motion carried 6-0, as follows:

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

Devery Youngblood, Chair/President

Christie Burgin, Secretary/Clerk

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 4C:

Acceptance of the Budget Report for Fiscal Year 2020 through May 31, 2020

RECOMMENDATION:

It is recommended that the Board of Regents accept the Budget Report for Fiscal Year 2020 through May 31, 2020.

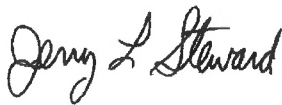
ANALYSIS:

- The budget report for Oklahoma City Community College is attached.
- The Executive Summary explains any significant deviations from expectations. The budget analysis pages provide for comparisons of actual receipts/expenditures to the year-to-date plan for both Education and General, and Auxiliary budgets.
- 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 2020 through May 31, 2020.

RECOMMEND



CONCUR



**OKLAHOMA CITY COMMUNITY COLLEGE
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020**

Educational & General

The Oklahoma State Regents for Higher Education allocation to Oklahoma City Community College for the month of May totals \$1,652,603. Junior Concurrent Enrollment Waivers were reimbursed at 75.3% of total dollars waived for Fall 2019. The allocation is set forth in the following table:

	Current Month	Year-to-Date
State Allocation:		
General Fund	1,527,141.92	16,798,561.12
National Guard Reimbursements	4,960.17	54,561.87
Senior Concurrent Enrollment Reimbursements	120,500.91	1,325,510.01
Junior Concurrent Enrollment Reimbursements	-	138,612.00
Oil Reimbursements	-	2,168,434.00
Total State Allocation:	1,652,603.00	20,485,679.00

The College has realized 102% of total planned revenues and expended 85% of total planned expenditures. The plan allocates the current annual budget based on a percentage of the three-year average of actual expenditures for each reporting period.

The Education and General revenue and expenditure variances from plan are illustrated in the table below.

Description	Variance from YTD Plan	Comment
Educational & General		
Revenues:		
Student Fees	91%	Attendance policy change and lower non-resident enrollment FTE.
Prior Year Student Fees	143%	Increased collections of prior year account receivable balances.
Public Service	10%	The College for Kids summer camp program was cancelled in response to the COVID-19 pandemic.
Other	113%	Higher revenues when compared to prior years.
Expenditures:		
Instruction	79%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Academic Support	87%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Institutional Support	85%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Facilities Management	84%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.

Auxiliary

The College has realized revenues of \$8,463,920 and expenditures of \$5,131,405 for a year to date net margin of \$3,332,515. The net margin does not include the budgeted transfers that will occur year-end.

The Auxiliary revenue and expenditure variances from plan are illustrated in the table below.

Description	Variance from YTD Plan	Comment
Auxiliary		
Revenues:		
Student Store/TekSpot Sales	88%	Lower Textbook Sales when compared to prior years.
Facility Use Fee	91%	Attendance policy change and lower enrollment FTE.
Student Activity Fee - Operations	91%	Attendance policy change and lower enrollment FTE.
Student Activity Fee - Theater	91%	Attendance policy change and lower enrollment FTE.
Student Activities	91%	Attendance policy change and lower enrollment FTE.
College Union/Café & Catering	63%	Lower revenues when compared to plan, the cafeteria was closed in July and through mid-August. Catering was suspended as of mid-September. Due to COVID-19, the campus was closed on March 25, 2020 at 5:00 p.m. The campus opened on Monday, June 1, 2020.
Other	431%	Higher revenues from Testing Services and Other Income due to changes in account structure.
Expenditures:		
Student Programs	86%	Lower non-personnel expenditures when compared to prior years.
College Union/Café & Catering	81%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Business Training	55%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
VPA - Operations	51%	Lower non-personnel expenditures when compared to prior years.
VPA - Cultural Arts Programming	59%	Lower non-personnel expenditures when compared to prior years.
Student Activity Fee - Theater	13%	Lower non-personnel expenditures when compared to prior years.
Student Activities	2%	Lower non-personnel expenditures when compared to prior years.
Special Events	60%	Lower non-personnel expenditures when compared to prior years.
Other	213%	Higher expenditures when compared to prior years due to changes in account structure.
Utilities	90%	Lower utilities when compared to prior years.

Cash & Investments

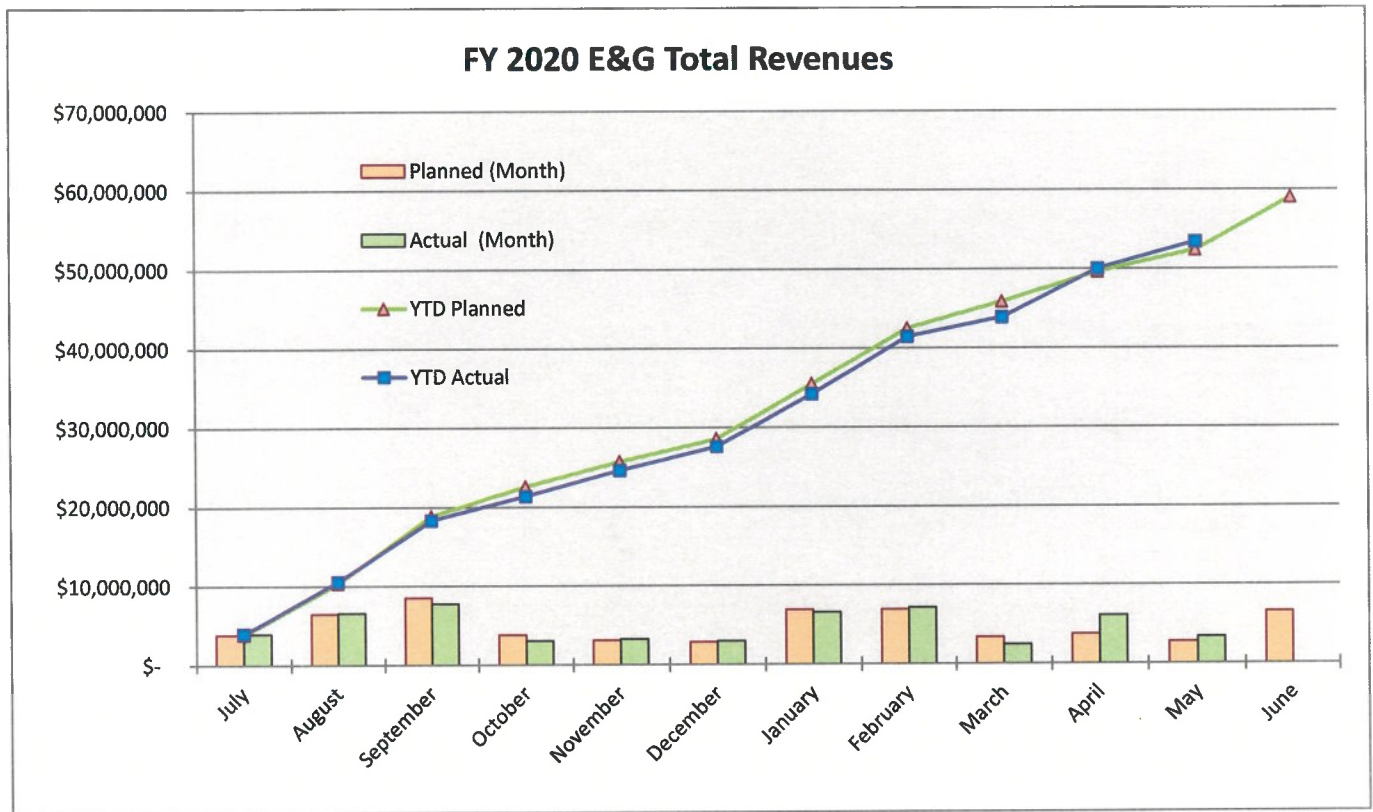
	Current Month (Year-to-Date)
Cash & Investments:	
Current Unrestricted :	
General	27,978,945.26
Insurance Fund	526,993.37
Total Current Unrestricted*	28,505,938.63
Current Restricted	2,517,201.86
Student Scholarship Endowments	47,676.61
OSRHE Endowment	325,010.38
Direct Student Loans**	12,239.67
Plant Funds	7,204,450.64
Total Cash & Investments	38,612,517.79

* - The cash balance has been estimated due to the subsequent transfer of funds from the clearing account to the general fund.

** - 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.

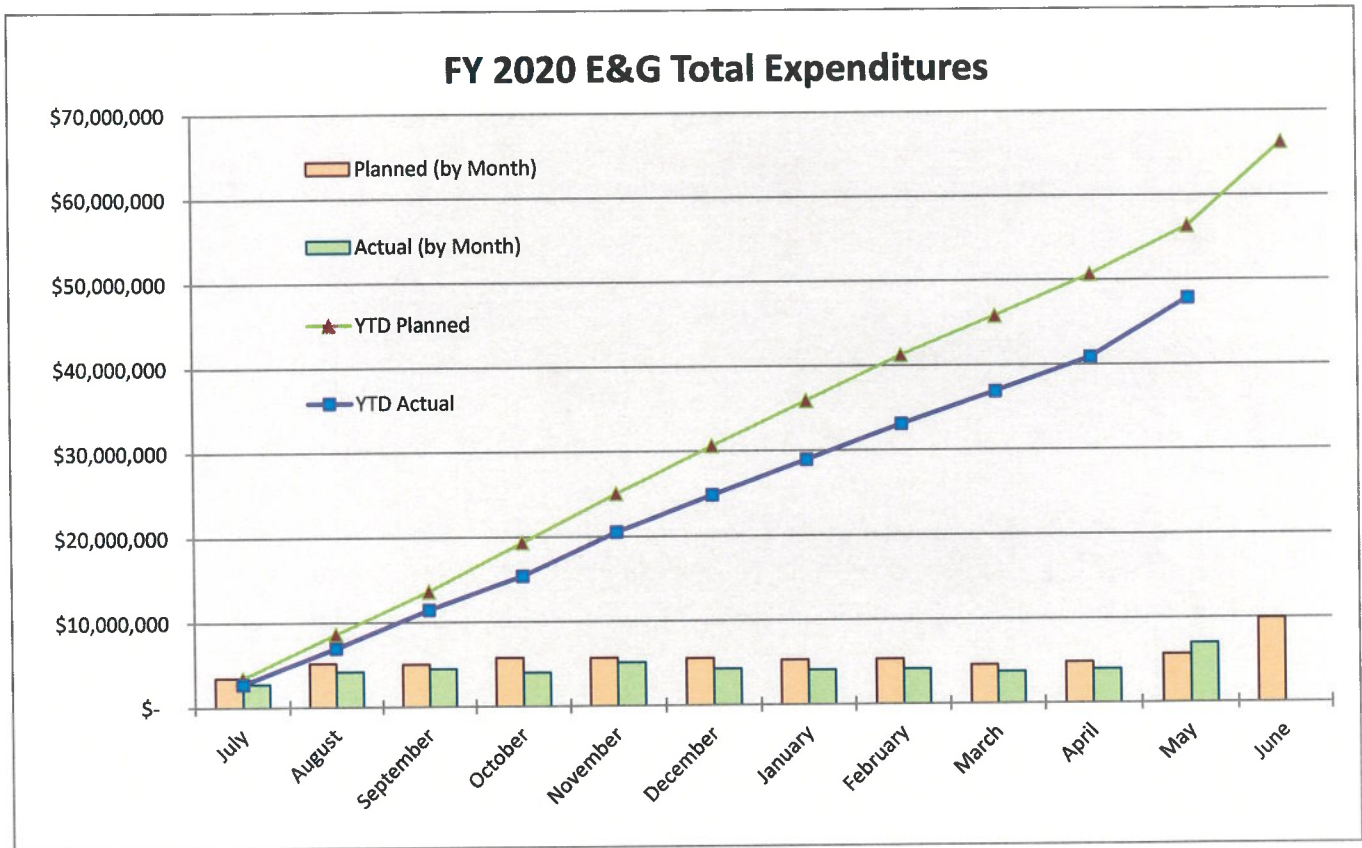
The College's cash is held in the State Agency Cash Management program that pays interest on the average daily cash balance in our accounts, similar to an interest bearing checking account. The College's only investments are related to bond reserve funds and are reflected in the Plant Fund.

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020
FISCAL YEAR 2020 E&G REVENUES**



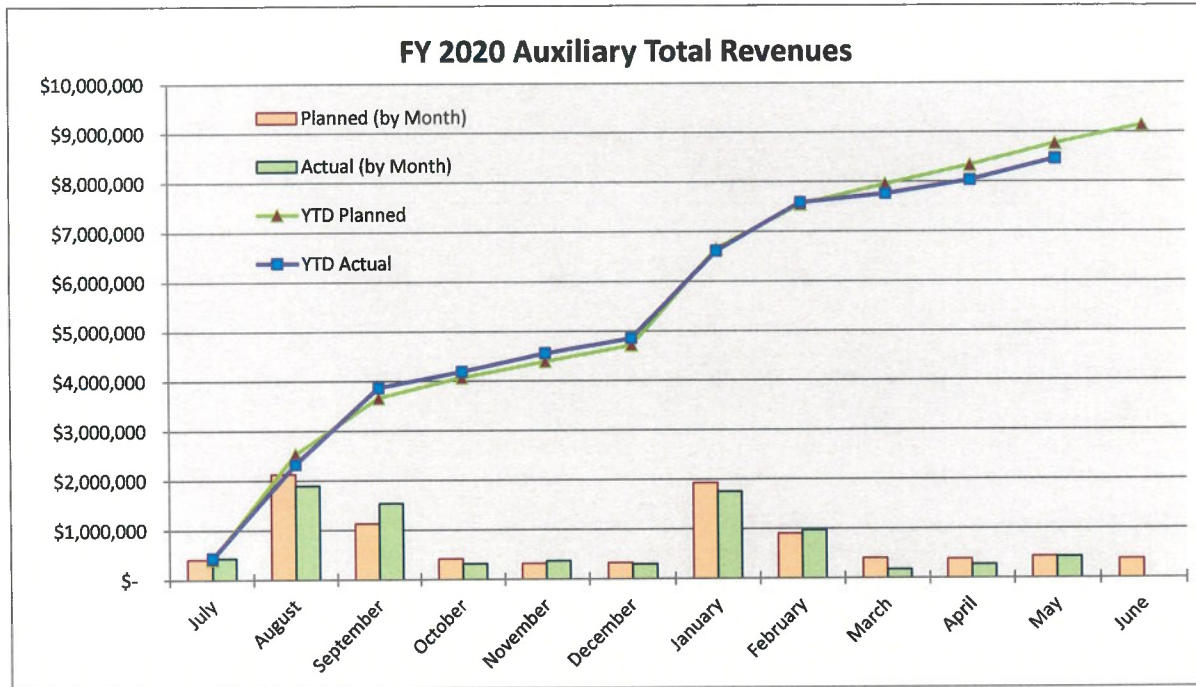
Fiscal Year 2020					
		Plan	Actual		Actual vs. Year To Date Plan
		Annual Budget	Year To Date Plan Revenues	Year To Date Revenues	Actual % of Year To Date Plan
<u>Revenues</u>					
1	State Allocation	\$ 21,999,670	\$ 20,347,067	\$ 20,485,679	101%
2	CARES Act Federal Relief Funds	-	-	2,783,350	-
3	Student Tuition & Fees	29,755,437	29,415,708	26,669,124	91%
4	Prior Yr Student Fees	2,000,000	1,840,000	2,634,315	143%
5	Tech. Educ. Reimbursement	4,000,000	-	-	-
6	Public Service	95,000	85,951	8,574	10%
7	Auxiliary transfer - VPAC	146,897	-	-	-
8	Auxiliary transfer - Fund 10 Operations	231,150	-	-	-
9	Other Income	785,000	723,703	818,982	113%
10	TOTAL REVENUES	\$ 59,013,154	\$ 52,412,428	\$ 53,400,024	102%
11	Funds from Carryover	7,250,000			
12	TOTAL	\$ 66,263,154			

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020
FISCAL YEAR 2020 E&G EXPENDITURES**



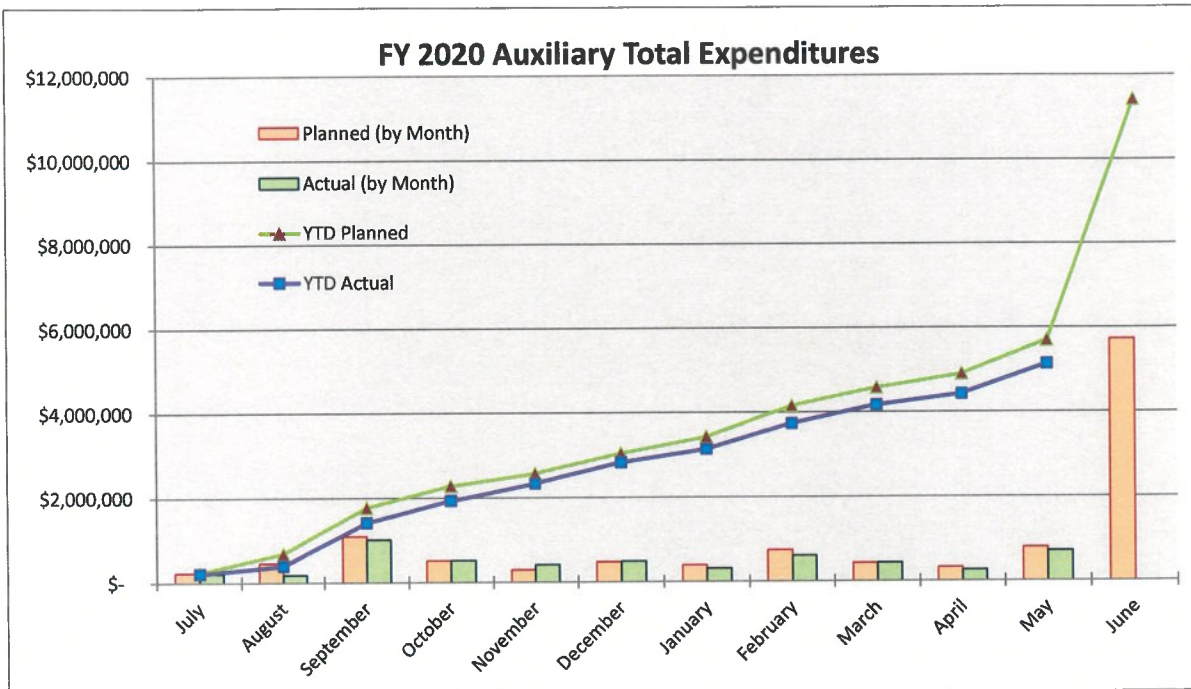
Fiscal Year 2020				
Expenditures	Plan		Actual	Actual vs. Year To Date Plan
	Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan
1 Instruction	\$ 34,734,547	\$ 28,996,833	\$ 22,977,508	79%
2 Public Service	-	-	-	-
3 Academic Support	1,775,190	1,554,029	1,352,753	87%
4 Student Services	7,071,377	6,191,375	6,273,372	101%
5 Institutional Support	8,140,657	7,095,058	6,052,526	85%
6 Facilities Management	10,820,983	9,197,440	7,728,499	84%
7 Scholarships & Tuition Waivers	3,720,400	3,325,347	3,451,192	104%
8 TOTAL EXPENDITURES	\$ 66,263,154	\$ 56,360,082	\$ 47,835,850	85%

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020
FISCAL YEAR 2020 AUXILIARY REVENUES**



Fiscal Year 2020				
	Plan		Actual	Actual vs. Year To Date Plan
	Annual Budget	Year To Date Plan Revenues	Year To Date Revenues	Actual % of Year To Date Plan
<u>Revenues</u>				
1 Student Store/TekSpot Sales	\$ 3,555,000	\$ 3,337,908	\$ 2,926,753	88%
2 Facility Use Fee	2,935,415	2,891,099	2,634,450	91%
3 Student Activity Fee - Operations	1,057,161	1,041,201	948,748	91%
4 Student Activity Fee - Theater	206,654	203,534	185,476	91%
5 Student Activities	203,894	200,816	182,970	91%
6 Cafeteria/Catering & Vending	659,600	617,058	388,193	63%
7 Business Training	-	-	51,901	-
8 VPAC - Ticket Sales/Rentals	300,000	278,108	285,294	103%
9 Other	230,000	199,477	860,135	431%
10 TOTAL REVENUES	\$ 9,147,724	\$ 8,769,201	\$ 8,463,920	97%
11 Funds from Carryover	2,700,000			
12 TOTAL	\$ 11,847,724			

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020
FISCAL YEAR 2020 AUXILIARY EXPENDITURES**



Fiscal Year 2020				
Expenditures	Plan		Actual	Actual vs. Year To Date Plan
	Annual Budget	Year To Date Plan	Year To Date Expenditures	Actual % of Year To Date Plan
		Expenditures		
1 Student Store/TekSpot Operations	\$ 3,151,603	\$ 2,567,114	\$ 2,613,639	102%
2 Student Programs	891,443	732,869	629,297	86%
3 Revenue Bond Debt Service	1,771,673	671,907	671,226	100%
4 College Union/Café & Catering	883,411	742,080	601,651	81%
5 Business Training	109,575	90,816	50,311	55%
6 VPA - Operations	67,828	45,659	23,195	51%
7 VPA - Cultural Arts Programming	200,142	192,973	113,636	59%
8 Box Office	-	-	16,746	-
9 Student Activity Fee - Theater	206,654	163,601	21,410	13%
10 Student Activities	203,894	85,185	1,753	2%
11 Community Development	-	-	10,847	-
12 Transfer to E&G - E & G Operations	231,150	-	-	-
13 Transfer to Capital - Facility Use Fee	1,163,745	-	-	-
14 Special Events	335,670	269,487	161,330	60%
15 Other	82,139	75,294	160,534	213%
16 Utilities	70,500	62,177	55,830	90%
17 Auxiliary Contingency - General	2,228,297	-	-	-
18 Auxiliary Contingency - Bookstore	250,000	-	-	-
19 TOTAL EXPENDITURES	\$ 11,847,724	\$ 5,699,162	\$ 5,131,405	90%

**OKLAHOMA CITY COMMUNITY COLLEGE
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020**

Educational & General

The Oklahoma State Regents for Higher Education allocation to Oklahoma City Community College for the month of May totals \$1,652,603. Junior Concurrent Enrollment Waivers were reimbursed at 75.3% of total dollars waived for Fall 2019. The allocation is set forth in the following table:

	Current Month	Year-to-Date
State Allocation:		
General Fund	1,527,141.92	16,798,561.12
National Guard Reimbursements	4,960.17	54,561.87
Senior Concurrent Enrollment Reimbursements	120,500.91	1,325,510.01
Junior Concurrent Enrollment Reimbursements	-	138,612.00
Oil Reimbursements	-	2,168,434.00
Total State Allocation:	1,652,603.00	20,485,679.00

The College has realized 102% of total planned revenues and expended 85% of total planned expenditures. The plan allocates the current annual budget based on a percentage of the three-year average of actual expenditures for each reporting period.

The Education and General revenue and expenditure variances from plan are illustrated in the table below.

Description	Variance from YTD Plan	Comment
Educational & General		
Revenues:		
Student Fees	91%	Attendance policy change and lower non-resident enrollment FTE.
Prior Year Student Fees	143%	Increased collections of prior year account receivable balances.
Public Service	10%	The College for Kids summer camp program was cancelled in response to the COVID-19 pandemic.
Other	113%	Higher revenues when compared to prior years.
Expenditures:		
Instruction	79%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Academic Support	87%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Institutional Support	85%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Facilities Management	84%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.

Auxiliary

The College has realized revenues of \$8,463,920 and expenditures of \$5,131,405 for a year to date net margin of \$3,332,515. The net margin does not include the budgeted transfers that will occur year-end.

The Auxiliary revenue and expenditure variances from plan are illustrated in the table below.

Description	Variance from YTD Plan	Comment
Auxiliary		
Revenues:		
Student Store/TekSpot Sales	88%	Lower Textbook Sales when compared to prior years.
Facility Use Fee	91%	Attendance policy change and lower enrollment FTE.
Student Activity Fee - Operations	91%	Attendance policy change and lower enrollment FTE.
Student Activity Fee - Theater	91%	Attendance policy change and lower enrollment FTE.
Student Activities	91%	Attendance policy change and lower enrollment FTE.
College Union/Café & Catering	63%	Lower revenues when compared to plan, the cafeteria was closed in July and through mid-August. Catering was suspended as of mid-September. Due to COVID-19, the campus was closed on March 25, 2020 at 5:00 p.m. The campus opened on Monday, June 1, 2020.
Other	431%	Higher revenues from Testing Services and Other Income due to changes in account structure.
Expenditures:		
Student Programs	86%	Lower non-personnel expenditures when compared to prior years.
College Union/Café & Catering	81%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
Business Training	55%	Lower non-personnel expenditures when compared to prior years and staffing vacancies.
VPA - Operations	51%	Lower non-personnel expenditures when compared to prior years.
VPA - Cultural Arts Programming	59%	Lower non-personnel expenditures when compared to prior years.
Student Activity Fee - Theater	13%	Lower non-personnel expenditures when compared to prior years.
Student Activities	2%	Lower non-personnel expenditures when compared to prior years.
Special Events	60%	Lower non-personnel expenditures when compared to prior years.
Other	213%	Higher expenditures when compared to prior years due to changes in account structure.
Utilities	90%	Lower utilities when compared to prior years.

Cash & Investments

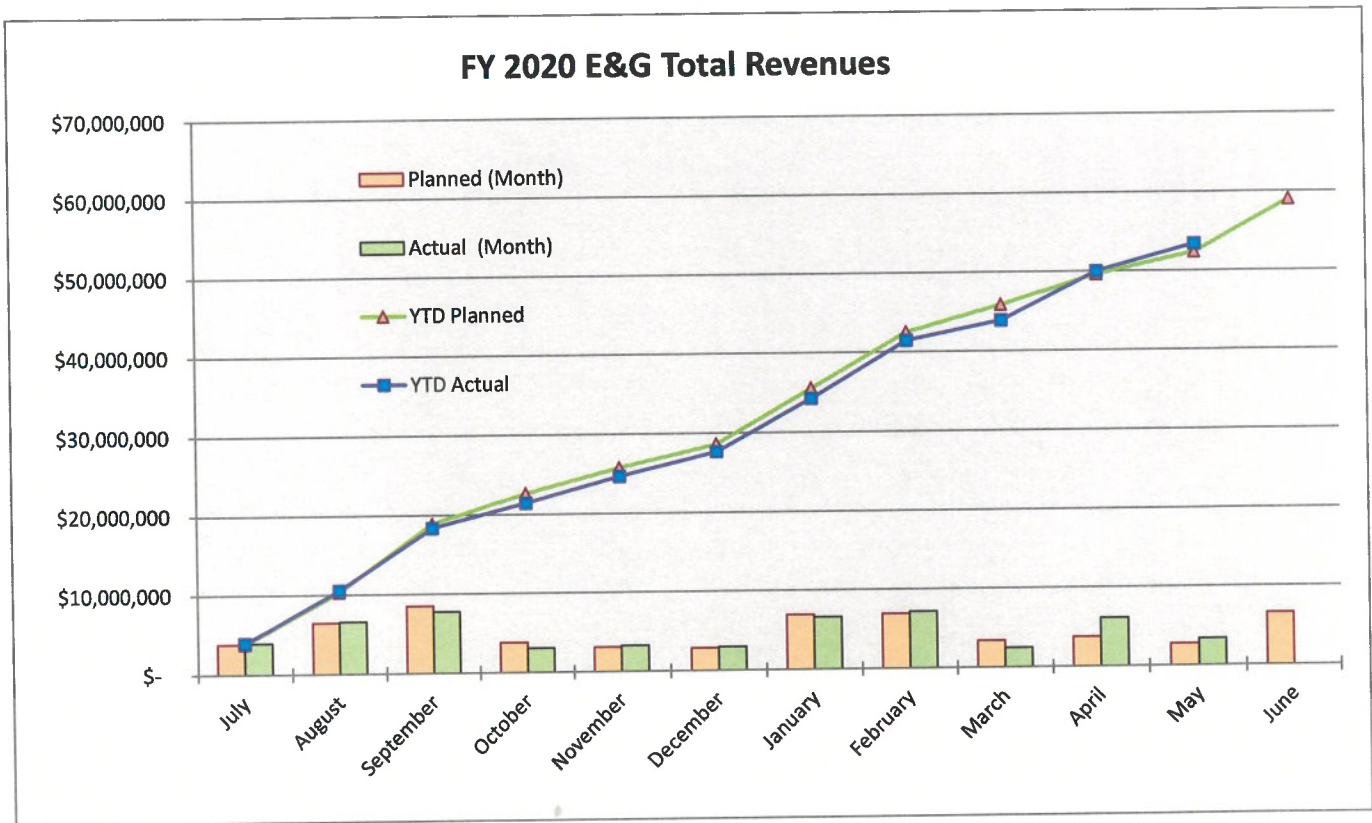
	Current Month (Year-to-Date)
Cash & Investments:	
Current Unrestricted :	
General	27,978,945.26
Insurance Fund	526,993.37
Total Current Unrestricted*	28,505,938.63
Current Restricted	2,517,201.86
Student Scholarship Endowments	47,676.61
OSRHE Endowment	325,010.38
Direct Student Loans**	12,239.67
Plant Funds	7,204,450.64
Total Cash & Investments	38,612,517.79

* - The cash balance has been estimated due to the subsequent transfer of funds from the clearing account to the general fund.

** - 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.

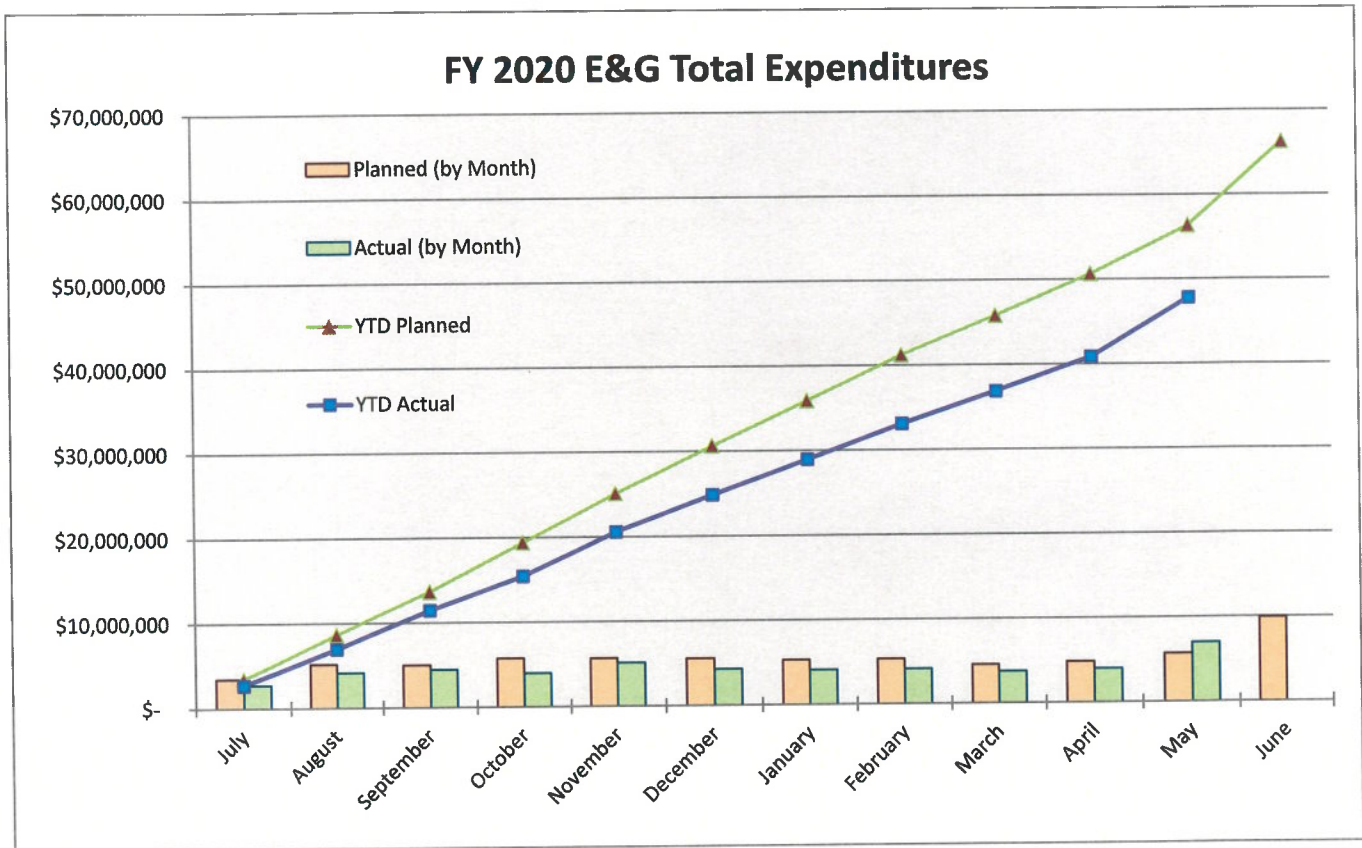
The College's cash is held in the State Agency Cash Management program that pays interest on the average daily cash balance in our accounts, similar to an interest bearing checking account. The College's only investments are related to bond reserve funds and are reflected in the Plant Fund.

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020
FISCAL YEAR 2020 E&G REVENUES**



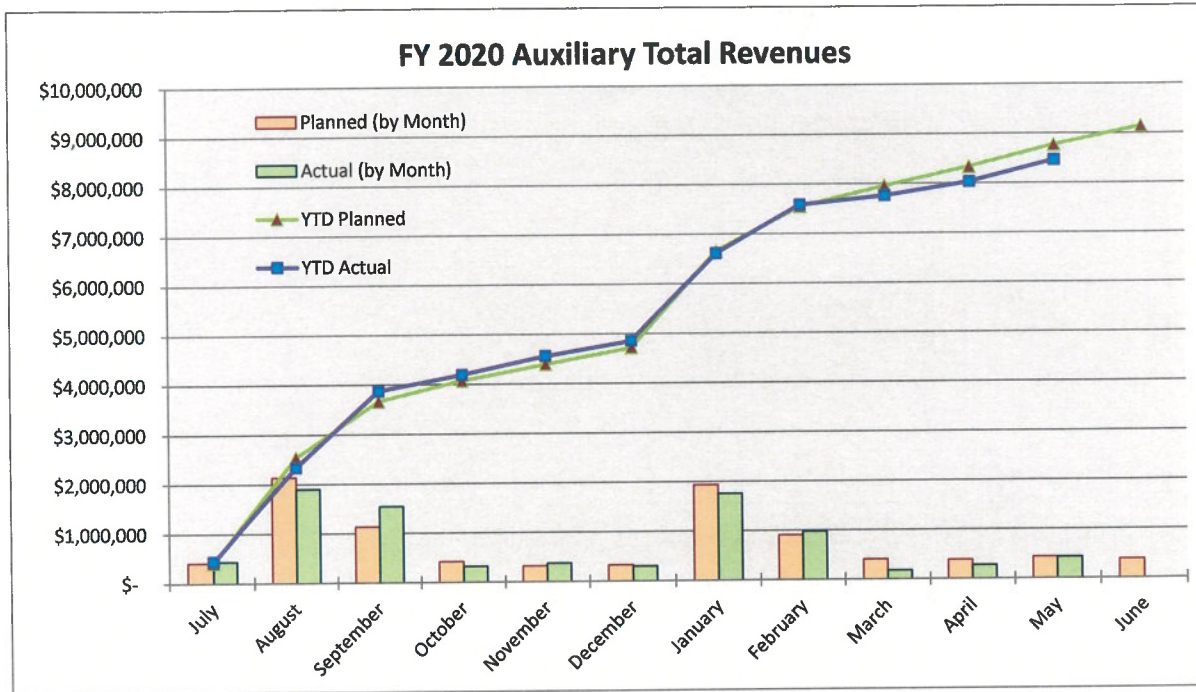
Fiscal Year 2020					
		Plan		Actual	Actual vs. Year To Date Plan
		Annual Budget	Year To Date Plan Revenues	Year To Date Revenues	Actual % of Year To Date Plan
Revenues					
1	State Allocation	\$ 21,999,670	\$ 20,347,067	\$ 20,485,679	101%
2	CARES Act Federal Relief Funds	-	-	2,783,350	-
3	Student Tuition & Fees	29,755,437	29,415,708	26,669,124	91%
4	Prior Yr Student Fees	2,000,000	1,840,000	2,634,315	143%
5	Tech. Educ. Reimbursement	4,000,000	-	-	-
6	Public Service	95,000	85,951	8,574	10%
7	Auxiliary transfer - VPAC	146,897	-	-	-
8	Auxiliary transfer - Fund 10 Operations	231,150	-	-	-
9	Other Income	785,000	723,703	818,982	113%
10	TOTAL REVENUES	\$ 59,013,154	\$ 52,412,428	\$ 53,400,024	102%
11	Funds from Carryover	7,250,000			
12	TOTAL	\$ 66,263,154			

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020
FISCAL YEAR 2020 E&G EXPENDITURES**



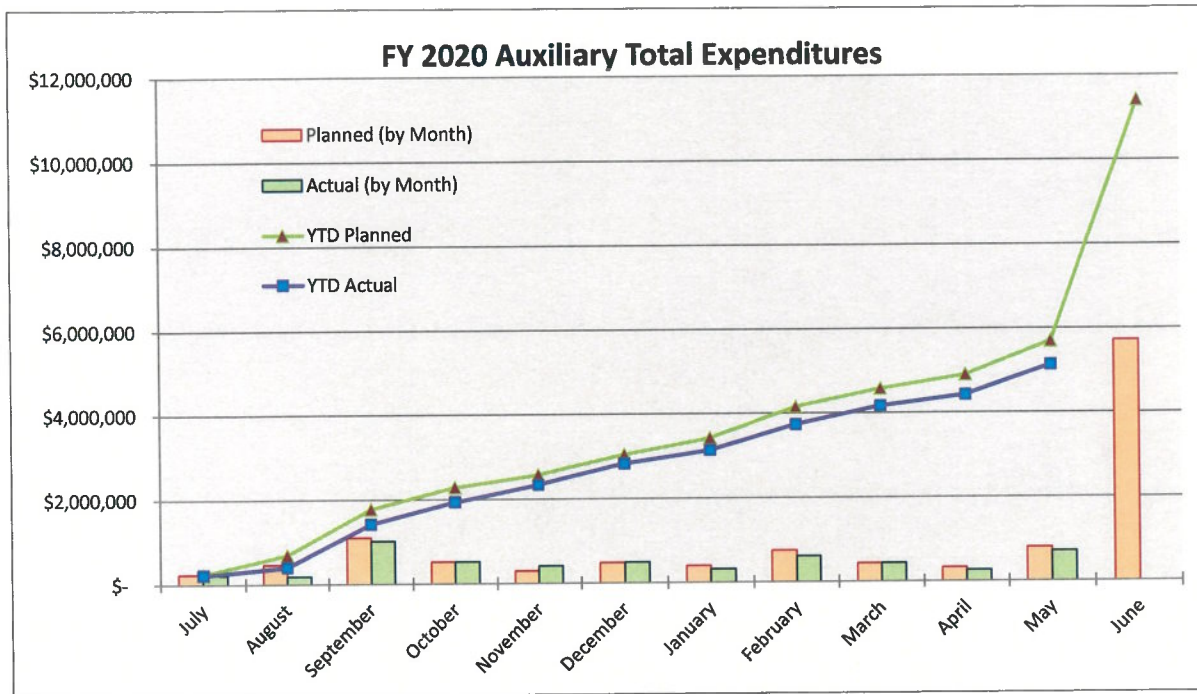
Fiscal Year 2020				
	Plan		Actual	Actual vs. Year To Date Plan
	Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan
<u>Expenditures</u>				
1 Instruction	\$ 34,734,547	\$ 28,996,833	\$ 22,977,508	79%
2 Public Service	-	-	-	-
3 Academic Support	1,775,190	1,554,029	1,352,753	87%
4 Student Services	7,071,377	6,191,375	6,273,372	101%
5 Institutional Support	8,140,657	7,095,058	6,052,526	85%
6 Facilities Management	10,820,983	9,197,440	7,728,499	84%
7 Scholarships & Tuition Waivers	3,720,400	3,325,347	3,451,192	104%
8 TOTAL EXPENDITURES	\$ 66,263,154	\$ 56,360,082	\$ 47,835,850	85%

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020
FISCAL YEAR 2020 AUXILIARY REVENUES**



Fiscal Year 2020					
		Plan		Actual	Actual vs. Year To Date Plan
		Annual Budget	Year To Date Plan Revenues	Year To Date Revenues	Actual % of Year To Date Plan
<u>Revenues</u>					
1	Student Store/TekSpot Sales	\$ 3,555,000	\$ 3,337,908	\$ 2,926,753	88%
2	Facility Use Fee	2,935,415	2,891,099	2,634,450	91%
3	Student Activity Fee - Operations	1,057,161	1,041,201	948,748	91%
4	Student Activity Fee - Theater	206,654	203,534	185,476	91%
5	Student Activities	203,894	200,816	182,970	91%
6	Cafeteria/Catering & Vending	659,600	617,058	388,193	63%
7	Business Training	-	-	51,901	-
8	VPAC - Ticket Sales/Rentals	300,000	278,108	285,294	103%
9	Other	230,000	199,477	860,135	431%
10	TOTAL REVENUES	\$ 9,147,724	\$ 8,769,201	\$ 8,463,920	97%
11	Funds from Carryover	2,700,000			
12	TOTAL	\$ 11,847,724			

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2020 THROUGH MAY 31, 2020
FISCAL YEAR 2020 AUXILIARY EXPENDITURES**



Fiscal Year 2020				
Expenditures	Plan		Actual	Actual vs. Year To Date Plan
	Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan
1 Student Store/TekSpot Operations	\$ 3,151,603	\$ 2,567,114	\$ 2,613,639	102%
2 Student Programs	891,443	732,869	629,297	86%
3 Revenue Bond Debt Service	1,771,673	671,907	671,226	100%
4 College Union/Café & Catering	883,411	742,080	601,651	81%
5 Business Training	109,575	90,816	50,311	55%
6 VPA - Operations	67,828	45,659	23,195	51%
7 VPA - Cultural Arts Programming	200,142	192,973	113,636	59%
8 Box Office	-	-	16,746	-
9 Student Activity Fee - Theater	206,654	163,601	21,410	13%
10 Student Activities	203,894	85,185	1,753	2%
11 Community Development	-	-	10,847	-
12 Transfer to E&G - E & G Operations	231,150	-	-	-
13 Transfer to Capital - Facility Use Fee	1,163,745	-	-	-
14 Special Events	335,670	269,487	161,330	60%
15 Other	82,139	75,294	160,534	213%
16 Utilities	70,500	62,177	55,830	90%
17 Auxiliary Contingency - General	2,228,297	-	-	-
18 Auxiliary Contingency - Bookstore	250,000	-	-	-
19 TOTAL EXPENDITURES	\$ 11,847,724	\$ 5,699,162	\$ 5,131,405	90%

MEETING OF THE
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2019

AGENDA ITEM 8:

Approving the Fiscal Year 2021 Staffing Plan, Including the Staffing Requirements, Compensation and Benefits Plan, and Detailed Staffing Plan.

RECOMMENDATION:

It is recommended the Oklahoma City Community College Board of Regents approve the Fiscal Year 2021 Staffing Plan, including the Staffing Requirements, Compensation and Benefits Plan, and Detailed Staffing Plan.

ANALYSIS:

- The recommended Fiscal Year 2021 Staffing Requirements were discussed by the Board of Regents at the June 8, 2020, Special Joint Meeting of the Oklahoma City Community College Board of Regents and the South Oklahoma City Area School District.
- The complete Fiscal Year 2021 Staffing Plan document, which provides the Staffing Requirements, Compensation and Benefits Plan, and Detailed Staffing Plan, is included in the Budgets and Staffing Plan 2021 notebook (See Staffing Plan tab).
- The proposed staffing requirements provide the necessary faculty and staff to accomplish the Fiscal Year 2021 Annual Plan and preserve the intellectual skill capacity needed to continue to meet enrollment levels in Fiscal Year 2021.
- The proposal removes 65 FTE from the Fiscal Year 2021 Staffing Plan. The total cost decrease in both E&G and Auxiliary is \$4,229,529.
 - In addition to the reduction of FTE, this total cost decrease is due to the removal of funding from 30 positions that will remain in the Staffing Plan but not be filled in Fiscal Year 2021.
- A Reduction in Force was determined to be necessary, announced by President Steward on May 18, 2020, and carried out between May 27th and May 29th, 2020.
 - 34 employees were impacted by the Reduction in Force;
 - 5 of the 34 employees were offered and have accepted comparable positions in the College.
- There were no salary increases included in the Fiscal Year 2021 Staffing Plan. The total cost of wages and salaries is \$41,455,648.

- The College's total compensation package of salary and benefits remains competitive with local and regional labor markets.
 - With no modifications to the College's health insurance benefit, the current benefits program for employees includes: Health (self-funded); Dental; Group Life; Accidental Death and Dismemberment; Long-term Disability Insurance; Teachers' Retirement; 403(b) defined contribution plan; Leave Policies' Flexible Spending Accounts; Voluntary Vision Coverage; Worker's Compensation; Social Security (Medicare & FICA); and the Employee Assistance Program (EAP). Additionally, OCCC continues to offer a voluntary prescription mail order program that allows employees the opportunity to incur zero co-pay for certain name brand formulary prescriptions.
 - The College's monthly health premium will increase by 11.7%. The cost is \$657 per employee per month for Blue Preferred and \$642 for Blue Choice. The college will continue to offer the \$600 contribution for the fiscal year into the health savings incentive for employees that enroll in the high deductible health plan option.
 - Dental rates will increase by 10%. The cost to the College for coverage is \$39.12 per employee per month.
 - The employee 403(b) contributions will remain unchanged.
 - The cost of the Group Life and Long Term Disability insurance will not increase.

RECOMMEND



RECOMMEND



CONCUR



Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 9:

Approving the Fiscal Year 2021 Educational and General Operating Budget

RECOMMENDATION:

It is recommended that the Board of Regents approve the Fiscal Year 2021 Educational and General Operating Budget, and authorize the expenditure of the Educational & General Operating Budget for Fiscal Year 2021, in an amount not to exceed \$60,638,418.

ANALYSIS:

- The proposed Fiscal Year 2021 Educational and General Operating Budget is attached.
- The Fiscal Year 2021 E&G Sources of Funds include state allocations, student fees, payment from the South Oklahoma City School District, carryover funds and other miscellaneous revenue.
 - The Fiscal Year 2021 allocation provided to OCCC from the Oklahoma State Regents for Higher Education is \$21,247,931. This allocation includes the waiver for concurrent enrollment and waiver for National Guard totaling \$1,562,637.
 - The College will not propose any changes to Tuition or Mandatory Fees.
 - In Fiscal Year 2020, E&G reserves were \$1,750,000 or approximately 3% of total revenues. Reserve funds are not available for expenditure, without Board of Regents approval. Planned E&G reserve funds will increase to \$2,000,000 for Fiscal Year 2021.

RECOMMEND



CONCUR



**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL OPERATING BUDGET
ESTIMATED SOURCES OF FUNDS FISCAL YEAR 2021**

Source	Fiscal Year 2020 Budget	Fiscal Year 2021 Budget	Incr / (Decr) from FY 2020
State Allocations	\$ 21,999,670	\$ 21,247,931	\$ (751,739)
Student Tuition & Fees	29,755,437	22,599,559	(7,155,878)
Prior Year Student Fee Collections	2,000,000	2,000,000	-
Technical Education Reimbursement	4,000,000	4,000,000	-
Public Service	95,000	95,000	-
Auxiliary Transfer - Theater	146,897	-	(146,897)
Auxiliary Transfer - E & G Operations	231,150	613,928	382,778
Other Income	785,000	582,000	(203,000)
Total Estimated Revenues	\$ 59,013,154	\$ 51,138,418	\$ (7,874,737)
Plus: Projected Carryover & Reserves 6/30/20	9,000,000	11,500,000	2,500,000
Total Estimated Revenues & Carryover	\$ 68,013,154	\$ 62,638,418	\$ (5,374,737)
Less: Projected Reserves 6/30/20	(1,750,000)	(2,000,000)	(250,000)
Total Available for Expenditure	\$ 66,263,154	\$ 60,638,418	\$ (5,624,737)

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL OPERATING BUDGET
BY FUNCTION OF EXPENDITURE
FISCAL YEAR 2021 BUDGET**

Function	Fiscal Year 2020 Budget	Fiscal Year 2021 Budget	Incr / (Decr) from FY 2020
11 Instruction	\$ 34,734,548	\$ 30,483,378	\$ (4,251,170)
13 Public Service	-	-	-
14 Academic Support	1,775,190	1,681,294	(93,896)
15 Student Services	7,071,376	6,618,192	(453,184)
16 Institutional Support	8,140,657	8,211,608	70,951
17 Operation & Maintenance of Plant	10,820,983	10,136,993	(683,990)
18 Scholarships & Tuition Waivers	3,720,400	3,506,953	(213,447)
Total Educational & General Operating Budget	\$ 66,263,154	\$ 60,638,418	\$ (5,624,737)

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL OPERATING BUDGET
BY OBJECT OF EXPENDITURE
FISCAL YEAR 2021 BUDGET**

Object	Fiscal Year 2020 Budget	Fiscal Year 2021 Budget	Incr / (Decr) from FY 2020
Salaries, Wages & Benefits	\$ 44,014,331	\$ 39,553,123	\$ (4,461,208)
Services	10,812,450	11,062,519	250,069
Materials & Supplies	3,260,203	2,815,581	(444,622)
Fixed Assets	1,348,784	1,507,857	159,072
Other	4,471,675	4,216,750	(254,925)
Travel	260,205	239,941	(20,265)
Utilities	2,095,506	1,242,647	(852,859)
Total Educational and General Operating Budget	\$ 66,263,154	\$ 60,638,418	\$ (5,624,737)

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 10:

Approving the Fiscal Year 2021 Auxiliary Budget

RECOMMENDATION:

It is recommended that the Board of Regents approve the Fiscal Year 2021 Auxiliary Budget and authorize expenditure of the Auxiliary Budget for Fiscal Year 2021 in an amount not to exceed \$15,355,904.

ANALYSIS:

- The proposed Fiscal Year 2021 Auxiliary Budget is shown on the following pages.
- The Auxiliary Budget provide funds for expenditure in conjunction with the Educational and General Operating Budget to enhance the educational process and experience.
- Revenue sources for the Auxiliary Budget include the Student Store, Student Fees, Cafeteria/Catering Dining Services, the Visual Performing Arts Center and Testing and Assessment. Expenditures include payment for revenue bond debt service in support of the College's 5-year strategic plan, *Renewal, Change, and Innovation: 2019-2023*.
- In order to carry out the programs and services funded by the Auxiliary Budget, it is necessary that the Board of Regents take action approving the Auxiliary Budget for Fiscal Year 2021.

RECOMMEND



CONCUR



**OKLAHOMA CITY COMMUNITY COLLEGE
ESTIMATED SOURCES AND USES OF AUXILIARY BUDGET
FISCAL YEAR 2021**

	FY 2020 <u>Adjusted Budget</u>	Fiscal Year 2021 <u>Budget</u>	Incr / (Decr) <u>from FY 2020</u>
Estimated Revenues :			
Student Store Sales	\$ 3,555,000	\$ 2,875,770	\$ (679,230)
Assessment Fee	-	161,930	161,930
Facility Use Fee	2,935,415	2,315,658	(619,757)
Student Activity Fee	1,467,709	1,157,831	(309,878)
Cafeteria/Catering & Vending	659,600	475,715	(183,885)
Coffee Shop Commissions	-	24,000	24,000
Business Training	-	150,000	150,000
VPAC - Theater Sales / Rentals	300,000	50,000	(250,000)
Print Shop	-	120,000	120,000
Testing and Assessment	-	150,000	150,000
Other Revenues	<u>230,000</u>	<u>175,000</u>	<u>(55,000)</u>
 Total Estimated Revenues	 9,147,724	 7,655,904	 (1,491,820)
 Projected Carryover	 <u>2,700,000</u>	 <u>7,700,000</u>	 <u>5,000,000</u>
 Total Available for Expenditure	 <u>\$ 11,847,724</u>	 <u>\$ 15,355,904</u>	 <u>\$ 3,508,180</u>
 Estimated Expenditures :			
Student Store Operations/TEK Spot	\$ 3,151,603	\$ 2,675,770	\$ (475,833)
Student - Programs & Projects	462,297	401,227	(61,070)
Revenue Bond Debt Service	1,771,673	1,636,746	(134,927)
Recreation & Fitness	429,146	373,002	(56,144)
College Union/Cafeteria & Catering	883,411	641,087	(242,324)
Business Training	109,575	86,744	(22,831)
Enterprise Services	-	115,446	115,446
Visual Performing Arts - Programming	200,142	16,000	(184,142)
Visual Performing Arts - Operations	67,828	40,000	(27,828)
Student Activity Fee - Theater	206,654	-	(206,654)
Student Activities	203,894	25,000	(178,894)
Print Shop Services	-	100,000	100,000
Testing and Assessment	-	293,965	293,965
Special Events	335,670	335,670	-
Other Expenses	82,139	34,600	(47,539)
Utilities	70,500	70,500	-
Transfer to E&G - E & G Operations	231,150	613,928	382,778
Transfer to Capital - Facility Use Fee	1,163,745	678,915	(484,830)
Contingency - General	<u>2,478,297</u>	<u>7,217,304</u>	<u>4,739,008</u>
 Total Expenditures	 <u>\$ 11,847,724</u>	 <u>\$ 15,355,904</u>	 <u>\$ 3,508,180</u>

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 11:

Approving the Fiscal Year 2021 Capital Budget

RECOMMENDATION:

It is recommended that the Board of Regents approve the Fiscal Year 2021 Capital Budget.


ANALYSIS:

- The proposed Fiscal Year 2021 Capital Budget is attached.
- Section 13 Offset funds are allocated by the Oklahoma State Regents for Higher Education (OSRHE) for capital projects.
- Other capital funds represents funds that will be received from allocations from the Facility Use Fee and Security fee transfers.

RECOMMEND



CONCUR



**OKLAHOMA CITY COMMUNITY COLLEGE
CAPITAL BUDGET
FISCAL YEAR 2021**

	<u>Fiscal Year 2020 Budget</u>	<u>Fiscal Year 2021 Budget</u>	<u>Incr. / (Decr.) from FY 20 (\$'s)</u>	<u>Incr. / (Decr.) from FY 20 (%)</u>
Sources of Funds				
Capital Funds Beginning Balance:				
Total Beginning Balance:	\$ 7,070,923	\$ 6,152,846	\$ (918,077)	-13.0%
Estimated Revenues:				
Contract Payment from District	\$ 3,000,000	\$ -	\$ (3,000,000)	-100.0%
Facility Use Fee Transfer	1,163,745	678,915	(484,829)	-41.7%
Security Fee Transfer	700,309	476,808	(223,502)	-31.9%
Section 13 Offset Allocation	1,082,340	1,039,624	(42,716)	-3.9%
Total Estimated Revenues	\$ 5,946,394	\$ 2,195,347	\$ (3,751,047)	-63.1%
Total Sources of Funds Available	<u>\$ 13,017,317</u>	<u>\$ 8,348,193</u>	<u>\$ (4,669,124)</u>	<u>-35.9%</u>
Uses of Capital Funds :				
Campus Wide Renovations & Improvements	\$ 13,017,317	\$ 8,348,193	\$ (4,669,124)	-35.9%
Total Uses of Funds	<u>\$ 13,017,317</u>	<u>\$ 8,348,193</u>	<u>\$ (4,669,124)</u>	<u>-35.9%</u>

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 12:

Approving an Agreement Between Oklahoma City Community College and the South Oklahoma City Area School District Regarding the Fiscal Year 2021 Payment to the College for Providing Postsecondary Technical Education to Residents of the District.

RECOMMENDATION:

It is recommended that the Board of Regents approve an agreement with the South Oklahoma City Area School District to provide postsecondary technical education to the residents of the District and the District will pay the College \$4,000,000.

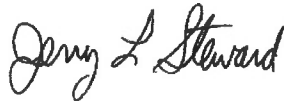
ANALYSIS:

- Annually the Board of Regents executes a formal agreement with the South Oklahoma City Area School District for the College to provide postsecondary technical education to the residents of the South Oklahoma City Area School District and for the District to pay the College for the services provided. A copy of this agreement is attached.
- The proposed amount is based upon the planned technical education to be provided and the projected funds available to be paid by the District.

RECOMMEND



CONCUR



AGREEMENT FOR EDUCATIONAL SERVICES

1. With proper regard for our respective responsibilities as Trustees of South Oklahoma City Area School District, hereinafter District, and as Regents for Oklahoma City Community College, hereinafter College, we the undersigned Board members make and approve this 15th day of June 2020 the following agreement in order to carry out the function of postsecondary technical education for the residents of the technical education district.

STATUTORY AUTHORITY

2. This agreement is executed pursuant to 70 O.S. § 3912 (c), 70 O.S. § 4410, and 70 O.S. § 4423, Subsections B and C.

RECITALS

3. District is statutorily charged with providing postsecondary technical education for residents of District.
4. College and District have existing buildings and equipment.
5. College has existing administrative infrastructure and instructional infrastructure.
6. The costs mentioned herein have been determined by management of the College from actual data collected from its records.

DECLARATIONS

7. It would be a misuse and waste of public money for the District to maintain its own administrative structure and instructional structure.
8. It would be a misuse and waste of public money for District or College to maintain duplicate physical facilities.
9. College has the capability of providing educational services to District.

AGREEMENT

10. College shall provide postsecondary technical education for the residents of the District during Fiscal Year 2021 for the sum of \$4,000,000.
11. District shall promptly pay College for services after services have been rendered by the College.
12. College shall timely provide District an accounting of the postsecondary technical education it has provided to residents of District.

13. The sum agreed herein has been arrived at after careful consideration of historical data and absent extraordinary increase or decrease in student population, the sum is adequate compensation for the College.
14. Our signatures below indicate that we have carefully considered this agreement, the law under which it is possible, and the data which was used to compute the amount of consideration in the agreement and believe that approval of said agreement will be in the best interest of College and District.

BOARD OF TRUSTEES, SOUTH OKLAHOMA
CITY AREA SCHOOL DISTRICT

Devery Youngblood, President

Kevin Perry, Vice President

Christie Burgin, Clerk

David Echols, Member

Raúl Font, Member

Jalal Farzaneh, Member

James White, Member

ATTEST:

Christie Burgin, Clerk

BOARD OF REGENTS, OKLAHOMA
CITY COMMUNITY COLLEGE

Devery Youngblood, Chair

Kevin Perry, Vice Chair

Christie Burgin, Secretary

David Echols, Member

Raúl Font, Member

Jalal Farzaneh, Member

James White, Member

ATTEST:

Christie Burgin, Secretary

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 13:

Approving a Lease Between Oklahoma City Community College and the South Oklahoma City Area School District Whereby the College Leases Certain Facilities from the District

RECOMMENDATION:

It is recommended that the Board of Regents approve a lease between Oklahoma City Community College and the South Oklahoma City Area School District and whereby the College leases from the District certain facilities for the purpose of providing educational services at a nominal cash consideration of One Dollar (\$1.00) for Fiscal Year 2021.

ANALYSIS:

- Oklahoma City Community College desires to use certain facilities owned by the District. The District is authorized by law to lease real property to the College for nominal cash consideration.
- The lease is a renewal of the long-standing annual lease agreement between the College and the District. A copy of the lease agreement is attached.

RECOMMEND



CONCUR



LEASE

PARTIES

The parties to this Lease are South Oklahoma City Area School District, hereinafter called District, and Oklahoma City Community College, hereinafter called College.

RECITALS

WHEREAS, 70 O.S. § 5-117.A.10 authorizes a school district to lease real or personal property to the State or any political subdivision thereof for nominal cash consideration for so long as the use of the property by the lessee substantially benefits, in whole or in part, the same public served by the school district; and

WHEREAS, District and College are both educational entities who serve, in whole or in part, the same public; and

WHEREAS, District owns certain building situated on the campus of College; and

WHEREAS, College desires to lease from District all buildings owned by District which are situated on campus of College;

THEREFORE, the parties agree to the following:

PROPERTY

The District leases to College all buildings owned by District situated on the campus of College located at 7777 South May Avenue, Oklahoma City, Oklahoma.

TERM

The term of this Lease is from July 1, 2020, through June 30, 2021.

RENTAL AMOUNT

College shall pay to District the sum of One Dollar and No Cents (\$1.00) as rent for the term of this Lease.

UTILITIES

Utilities required by College shall be obtained at the expenses of College.

SURRENDER OF POSSESSION

At the end of the term of this Lease, College shall give peaceable possession of the leased premises to District in as good a condition as they are now, the usual wear and tear and damage by the elements accepted.

SUB-LEASING

College may not sub-lease, assign, or encumber all or any part of the leased premises without the express written consent of District.

LITIGATION

In the event District shall, without fault on its part, be made party to any litigation concerning this Lease, brought against District or College, then College shall pay all costs and attorney fees incurred by District because of such litigation and to hold District harmless against any and all claims, losses, damages and judgments, to the extent permitted by law.

TERMINATION

Upon failure of College to pay the rental as herein provided, or to otherwise comply with the terms and conditions of this Lease, District may declare this lease terminated.

EXTENSIONS

This lease may be extended for successive one-year periods, from July 1 to June 30, by the mutual ratification by District and College.

APPROVAL OF GOVERNING BOARDS

This Lease was approved by the Board of Trustees of District on June 15, 2020. This Lease was approved by the Board of Regents of College on June 15, 2020.

DISTRICT:

South Oklahoma City Area School District

By: _____
Devery Youngblood, President

ATTEST:

Christie Burgin, Clerk

COLLEGE:

Oklahoma City Community College

By: _____
Devery Youngblood, Chair

ATTEST: _____
Christie Burgin, Secretary

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 14:

Authorizing the President of the College to Execute Necessary Contracts and Adjust Budgets and Staffing Plans as Deemed Necessary to Meet the Mission and Achieve the ENDS of the College

RECOMMENDATION:

The Board of Regents authorizes the President of the College to execute necessary contracts and adjust Budgets and Staffing Plans within the total dollar limits of the budget as deemed necessary to meet the mission and achieve the outcomes of the College, provided that such contracts and changes are consistent with the Policies and Procedures of the Oklahoma State Regents for Higher Education, the Board of Regents' Policies and College Policies and Procedures.

ANALYSIS:

- The dynamics of Oklahoma City Community College require the flexibility to quickly respond to changing community and College needs.
- This action delegates to the President the necessary authority to execute contracts and adjust budgets and staffing to meet the changing needs and to do what is deemed necessary to meet the mission and achieve the outcomes of the College.
- This action is consistent with Board of Regents' Policy IV-1 Policy Type: Board-President Relationship, Delegation to the President. This action has routinely been approved each year to provide a restatement of this policy.

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 15:

Entering Into an Agreement with the Board of Trustees of the Oklahoma City Community College Foundation for Fiscal Year 2021, for the Exchange of Services, Goods and Funds

RECOMMENDATION:

It is recommended that the Board of Regents enter into an agreement with the Board of Trustees of the Oklahoma City Community College Foundation authorizing OCCC to provide to the Foundation certain employee services, expenses and use of space in exchange for adequate consideration in the form of scholarship grants to OCCC students, funds for OCCC capital improvements and projects, computer and other academic equipment, staff development and academic enrichment activities, and other funds services and goods; and authorizing the Chair of the Board of Regents to execute the agreement.

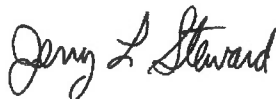
ANALYSIS:

- The Oklahoma City Community College Foundation exists for the sole purpose of supporting the activities of Oklahoma City Community College, its students and employees and benefiting Oklahoma City Community College, its students and employees in aid of educational, scientific, literary or charitable purposes.
- Title 70, Section 4306 of the Oklahoma Statutes permits Oklahoma state institutions of higher education to pay the expenses of state employees fund raising for the benefit of the institution if such fund raising activities are approved in advance by the governing board of regents of the institution.
- Title 70, Section 4306 of the Oklahoma Statutes also requires that the board of regents enter into a written contract with the college-related foundation before directly or indirectly transferring any funds to any college-related foundation or rendering service or providing anything of value to such foundation to document adequate payment or reimbursement therefor.

RECOMMEND



CONCUR



AGREEMENT FOR EXCHANGE OF SERVICES

This Agreement for Exchange of Services is made and entered into between the Board of Regents of Oklahoma City Community College ("OCCC") and the Board of Trustees of the Oklahoma City Community College Foundation ("Foundation"). This Agreement supersedes other existing contracts for the exchange of services between the respective parties.

WITNESSETH:

Whereas, OCCC is a State of Oklahoma college and a part of the Oklahoma State System of Higher Education; and,

Whereas, the Foundation is a non-profit 501(c)(3) corporation created for the sole purpose of supporting the activities of OCCC, its students, staff, and employees and providing private funding for scholarships and other assistance that will benefit OCCC and its students, insofar as the same shall be in aid of charitable, scientific, literary, or educational purposes; and,

Whereas, 70 O.S. §4306, as amended, requires that the regents of any institution of higher education enter into a written contract before directly or indirectly transferring any funds to any college-related foundation or rendering service or providing anything of value to such foundation to document adequate payment or reimbursement thereof; and,

Whereas, 70 O.S. §4306, as amended, permits Oklahoma state institutions of higher education to pay the expenses of state employees fund raising for the benefit of the institution if such fund raising activities are approved in advance by the governing board of regents of the institution; and,

Whereas, each of the parties hereto provides the other party with goods, services, and funds, all of which are adequately documented and the parties, by this contract, intend to comply with said statutory requirement.

Now, therefore, for and in consideration of the goods, services, and funds provided one to the other, the adequacy of which is hereby acknowledged, the parties agree as follows:

1. OCCC shall provide the Foundation the following:
 - (a) The services of the President of OCCC and other staff as needed on a part-time basis for the support of the Foundation;
 - (b) Office space on the OCCC campus to college employees referenced in (a) above who sometimes perform Foundation-related tasks;
 - (c) Office maintenance, utilities, and the insuring thereof for the office space referenced in (b) above;
 - (d) Space on the OCCC campus for Foundation special events;
 - (e) Use of OCCC postage, vehicles, telephones, computers, accounting, and printing services, and bonding for staff;

(f) Other reasonable services and goods as the administration shall determine;

2. The Foundation shall provide OCCC the following:

- (a) Scholarship grants to OCCC students from donations to the Foundation and from endowment income;
- (b) Funds obtained by the Foundation for OCCC projects including but not limited to library improvement, capital improvements, computer and other academic equipment, lectures, staff development, other academic enrichment activities, and administrative costs;
- (c) Artwork, furniture, and recreational items; and,
- (d) Other reasonable funds, services, and goods as the Foundation shall determine for the good of OCCC and the furtherance of its mission.

IN WITNESS WHEREOF, the parties agree that the effective date shall be July 1, 2020.

BOARD OF TRUSTEES

BOARD OF REGENTS

President

Chair

ATTEST:

ATTEST:

Clerk

Secretary

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 16:

Authorizing the Administration to Request Approval by the Oklahoma State Regents for Higher Education for the College to seek approval of curriculum changes for two (2) current degree programs.

RECOMMENDATION:

It is recommended that the administration be authorized to seek approval of curriculum changes for two (2) current degree programs.

ANALYSIS:

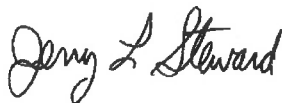
- The following program modifications are necessary for the Oklahoma State Regents for Higher Education:

AA in Enterprise Development (675) and AS in Enterprise Development (676) – The Oklahoma State Regents for Higher Education (OSRHE) have requested that institutions offering the Reach Higher Flex Finish associate degrees in Enterprise Development submit program modification forms for the changes to the admission criteria that were discussed by the 2-Year Council. According to OSRHE, the goal of modifying the admission requirements for the Reach Higher Flex Finish program is to allow more flexibility in the admission process for adult students who may have a lower GPA or have remedial coursework that needs to be completed. For admission, students would have a minimum of 2.0 graduation/retention GPA in past college coursework. A provisional admission status would be granted to a student with a minimum of 1.70 graduation/retention GPA. Students would need to satisfy all institutional requirements for completion of remedial coursework. A provisional admission status may be granted to a student not meeting this standard; however, all remedial coursework must be completed within 24 credit hours earned or within the first two semesters of enrollment in the Reach Higher program.

RECOMMEND



CONCUR



Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 18:

Authorizing an update to the Student Activity Fee revenue description for Fiscal Year 2021

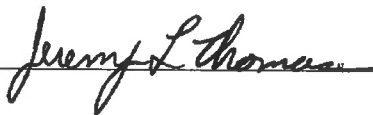
RECOMMENDATION:

It is recommended that the Board of Regents authorize an update to the mandatory Student Activity Fee description for Fiscal Year 2021.

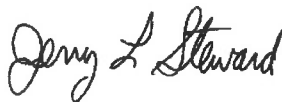
ANALYSIS:

- Title 70, O. S. §3218.8 and §3218.9, authorizes governing boards of institutions within the State system to establish tuition and mandatory fees at their respective institutions, with the approval of the State Regents.
- The Student Activity Fee is a mandatory fee paid by all students enrolled in credit courses and is used to support the mission of Oklahoma City Community College.
- An update to the description to the mandatory Student Activity fee is proposed for fiscal year 2021.
- The proposed update aligns with uses set forth in the Oklahoma State Regents for Higher Education policy manual and includes a fee description that sets forth the purpose of the fee and the types of expenditures for which it may be used. This will assure students that OCCC is adhering to stewardship in the use of the fee for the stated purpose.

RECOMMEND



CONCUR



Student Activity Fee

Current Definition

Student Activity Fees are assessed to students in order to support the mission of Oklahoma City Community College in planned activities designed to provide the student with extracurricular educational, cultural and recreational opportunities. The fee may be used to support campus service facilities such as student unions, health care facilities, recreational facilities and for any lawful purpose to enhance quality of student life including, but not limited to, student scholarships, athletics, intramural sports, travel, entertainment, guest speakers, and student organizations.

Recommended Definition

Student Activity Fees are assessed to students in order to support the mission of Oklahoma City Community College in planned activities designed to provide the student with extracurricular educational, cultural and recreational opportunities. The fee may be used to support campus service facilities such as student unions, health care facilities, recreational facilities and for any lawful purpose to enhance quality of student life including, but not limited to, student scholarships, athletics, intramural sports, travel, entertainment, guest speakers, and student organizations or for any academic purpose or service as designated by the institution.

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 20:

Commissioning Police Officer Mr. Michael Stevenson, for the Oklahoma City
Community College Campus Police Department.

RECOMMENDATION:

**It is recommended that the Board of Regents Commission Mr. Michael Stevenson as
a Police Officer for the Oklahoma City Community College Campus Police
Department.**

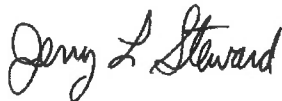
ANALYSIS:

- State law requires individual campus police officers be commissioned by the Board of Regents.
- As police officers are hired, the Board of Regents will commission each new officer.
- Mr. Michael Stevenson is certified by the Council for Law Enforcement Education and Training (CLEET) and has the Law Enforcement Police Officer certification. Thus, he is eligible to be commissioned.
- Mr. Michael Stevenson will assume his role as Campus Police Officers, effective upon commission by the Board of Regents.

RECOMMEND



CONCUR



Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
June 15, 2020

AGENDA ITEM 22:

Acceptance of the Report regarding results of issuance of Oklahoma Development Finance Authority Master Real Property Lease Revenue Bonds Tax-Exempt Series 2020A & Federally Taxable Series 2020B, with actions as desired by Regents.

RECOMMENDATION:

It is recommended that the Board of Regents accept the Report regarding results of issuance of Oklahoma Development Finance Authority Master Real Property Lease Revenue Bonds Tax-Exempt Series 2020A & Federally Taxable Series 2020B.

ANALYSIS:

- In 2010 the following bonds were issued to partially fund construction of the OCCC Visual and Performing Arts Center Theater ("2010 Bonds"):
 - 2010 OCCC Revenue Bonds, to be paid from revenue of the college, student facility and activity fees, and net revenue of auxiliary facilities.
 - 2010A Oklahoma Development Finance Authority Master Lease Bonds, to be paid from college E&G funds.
- On April 20, 2020 the Board of Regents authorized refunding of the 2010 Bonds for the intended purpose of achieving interest rate saving for the College by participation in the 2020 Oklahoma Development Finance Authority Master Lease Program, which is a financing program by which the bonds of several institutions are pooled in one or more bond issue programs.
- On May 28, 2020 the Oklahoma Development Finance Authority issued its Master Real Property Lease Revenue Bonds Tax-Exempt Series 2020A & Federally Taxable Series 2020B ("2020 Bonds") which refunded the 2010 Bonds, resulting in a present value interest savings to the College of \$1,082,100.84.

RECOMMEND

RECOMMEND

CONCUR

Jim Michael Williams
Chris Gay
Jerry L. Steward