

REGULAR MEETING—BOARD OF TRUSTEES
SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT

April 19, 2021

11:30 a.m.

Pursuant to 25 O.S. § 307.1, the South Oklahoma City Area School District Board of Trustees shall conduct a meeting 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

The following members shall participate remotely:

President Devery Youngblood – Videoconference (audioconference backup)
Vice President Kevin Perry – Videoconference (audioconference backup)
Clerk Christie Burgin – Videoconference (audioconference backup)
Trustee David Echols – Videoconference (audioconference backup)
Trustee Jalal Farzaneh – Videoconference (audioconference backup)
Trustee Raúl Font – Videoconference (audioconference backup)
Trustee James White – Videoconference (audioconference backup)

AGENDA

1. Call to Order – President Devery Youngblood
2. For Action: Approval of the Consent Docket
 - A. Minutes of the Regular Meeting of the Board of Trustees, February 22, 2021 (Tab 2A)
 - B. Acceptance of the Budget Report for Fiscal Year 2021 through January 31, 2021 – Ms. Cynthia Gary, Chief Financial Officer (Tab 2B)
 - C. Acceptance of the Budget Report for Fiscal Year 2021 Through February 28, 2021 – Ms. Cynthia Gary, Chief Financial Officer (Tab 2C)
3. 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
4. For Action: Adjournment

Posted at 4:00 PM on 4/14/2021 in compliance
with §311 of the Oklahoma Open Meeting Act

Meeting of the
SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT BOARD OF TRUSTEES
April 19, 2021

AGENDA ITEM 2A:

Minutes of the Regular Meeting of the Board of Trustees, February 22, 2021

1. Call to Order. President Devery Youngblood called the Regular Meeting of the Board of Trustees to order at 11:30 a.m.

Board Members Present:

Board Members Absent:

Trustee Christie Burgin
Trustee David Echols
Trustee Jalal Farzaneh
Trustee Raúl Font
Trustee Kevin Perry
Trustee James White
Trustee Devery Youngblood

2. Approval of the Consent Docket:

- A. Minutes of the Regular Meeting of the Board of Trustees, January 25, 2021
- B. Acceptance of the Budget Report for Fiscal Year 2021 through December 31, 2020

MOTION by Trustee White, seconded by Trustee Echols, to approve/accept the consent docket items as shown in the agenda. Motion carried 7-0, as follows:

Aye - Trustee Burgin, Trustee Echols, Trustee Farzaneh, Trustee Font,
Trustee Perry, Trustee White, and Trustee Youngblood

3. For Action:

- A. Report/Discussion of the Meeting of the Board of Trustees' Facilities Committee

Trustee James White provided an update to members of the Board regarding the Facilities Committee meeting that occurred on February 3, 2021.

- B. Authorizing the Administration to Award a Contract

MOTION by Trustee White, seconded by Trustee Perry, to authorize the administration to submit a Request for Proposal (RFP) to select an Civil Engineering firm and a separate Request for Proposal (RFP) to select an Electrical/Mechanical Engineering firm to provide design services for the institution. Motion carried 7-0, as follows:

Aye - Trustee Burgin, Trustee Echols, Trustee Farzaneh, Trustee Font, Trustee Perry, Trustee White, and Trustee Youngblood

- C. Discussion and Possible Action to Select Current Board Officers to serve from February 2021 through June 2021, and shift Board Officer Terms to Begin each July.

MOTION by Trustee White, seconded by Trustee Font, to Select Current Board Officers to serve from February 2021 through June 2021, and shift Board Officer Terms to Begin each July. Motion carried 7-0, as follows:

Aye - Trustee Burgin, Trustee Echols, Trustee Farzaneh, Trustee Font, Trustee Perry, Trustee White, and Trustee Youngblood

4. 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

5. Adjournment

MOTION by Trustee Font, seconded by Trustee White, to adjourn at 11:40 a.m. Motion carried 7-0, as follows:

Aye - Trustee Burgin, Trustee Echols, Trustee Farzaneh, Trustee Font, Trustee Perry, Trustee White, and Trustee Youngblood

Devery Youngblood, President

Christie Burgin, Clerk

Meeting of the
SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT BOARD OF TRUSTEES
April 19, 2021

AGENDA ITEM 2B:

Acceptance of the Budget Report for Fiscal Year 2021 Through January 31, 2021

RECOMMENDATION:

It is recommended that the Board of Trustees accept the budget report for Fiscal Year 2021 through January 31, 2021.

ANALYSIS:

- The budget report for South Oklahoma City Area School District is presented on the following page.
- The Budget Analysis pages provides for comparisons of actual receipts/expenditures to the budget and the spend plan for the fiscal year 2021budget.
- The report reflects a sound budget condition for the District and it is recommended that the Board of Trustees accept the budget report for Fiscal Year 2021 through January 31, 2021.

**SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2021 THROUGH JANUARY 31, 2021**

Fiscal Year 2021					
Plan		Actual	Actual vs. Year To Date Plan	Actual vs. Budget	
Annual Budget	Year To Date Plan Revenues	Year to Date	Actual % of Year To Date Plan	Actual % of Budget	
<u>Revenues</u>					
Operational Levy	\$ 4,330,073	\$ 3,212,914	3,387,754	105%	78%
Incentive Levy	\$ 2,046,183	1,581,699	1,668,595	105%	82%
Building Levy	\$ 2,118,972	1,640,085	1,729,518	105%	82%
Interest and Other Income*	\$ 175,000	75,250	25,634	34%	15%
Total Revenues	\$ 8,670,228	\$ 6,509,948	\$ 6,811,501	105%	79%
Funds From Carryover	\$ 7,513,429				
TOTAL	\$ 16,183,657				

Fiscal Year 2021					
Plan		Actual	Actual vs. Year To Date Plan	Actual vs. Budget	
Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan	Actual % of Budget	
<u>Expenditures</u>					
Technical Education Reimbursement	\$ 4,000,000	\$ -	\$ -	-	0%
Operational Levy	\$ 791,203	\$ 253,185	85,937	34%	11%
Incentive Levy	\$ 2,727,736	\$ 872,876	6,329	1%	0%
Building Levy	\$ 8,476,718	\$ 2,712,550	16,124	1%	0%
Administrative Costs**	\$ 188,000	\$ 154,160	-	0%	0%
TOTAL	\$ 16,183,657	\$ 3,992,771	\$ 108,390	3%	1%

*Interest and Other Income includes an oil, gas, and mineral royalty from Unit Petroleum Company.

**Administrative Costs allocated to their respective levy type.

Meeting of the
SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT BOARD OF TRUSTEES
April 19, 2021

AGENDA ITEM 2C:

Acceptance of the Budget Report for Fiscal Year 2021 Through February 28, 2021

RECOMMENDATION:

It is recommended that the Board of Trustees accept the budget report for Fiscal Year 2021 through February 28, 2021.

ANALYSIS:

- The budget report for South Oklahoma City Area School District is presented on the following page.
- The Budget Analysis pages provides for comparisons of actual receipts/expenditures to the budget and the spend plan for the fiscal year 2021budget.
- The report reflects a sound budget condition for the District and it is recommended that the Board of Trustees accept the budget report for Fiscal Year 2021 through February 28, 2021.

**SOUTH OKLAHOMA CITY AREA SCHOOL DISTRICT
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2021 THROUGH FEBRUARY 28, 2021**

Fiscal Year 2021					
Plan		Actual	Actual vs. Year To Date Plan	Actual vs. Budget	
Annual Budget	Year To Date Plan Revenues	Year to Date	Actual % of Year To Date Plan	Actual % of Budget	
<u>Revenues</u>					
Operational Levy	\$ 4,330,073	\$ 3,286,525	3,464,904	105%	80%
Incentive Levy	\$ 2,046,183	1,618,530	1,706,594	105%	83%
Building Levy	\$ 2,118,972	1,678,227	1,768,813	105%	83%
Interest and Other Income*	\$ 175,000	98,000	30,325	31%	17%
Total Revenues	\$ 8,670,228	\$ 6,681,282	\$ 6,970,636	104%	80%
Funds From Carryover	\$ 7,513,429				
TOTAL	\$ 16,183,657				

Fiscal Year 2021					
Plan		Actual	Actual vs. Year To Date Plan	Actual vs. Budget	
Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan	Actual % of Budget	
<u>Expenditures</u>					
Technical Education Reimbursement	\$ 4,000,000	\$ -	\$ -	-	0%
Operational Levy	\$ 791,203	\$ 272,965	86,085	32%	11%
Incentive Levy	\$ 2,727,736	\$ 941,069	6,389	1%	0%
Building Levy	\$ 8,476,718	\$ 2,924,468	16,184	1%	0%
Administrative Costs**	\$ 188,000	\$ 156,040	-	0%	0%
TOTAL	\$ 16,183,657	\$ 4,294,542	\$ 108,658	3%	1%

*Interest and Other Income includes an oil, gas, and mineral royalty from Unit Petroleum Company.

**Administrative Costs allocated to their respective levy type.

REGULAR MEETING—BOARD OF REGENTS
OKLAHOMA CITY COMMUNITY COLLEGE

April 19, 2021

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

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. For Action: Approval of the Consent Docket
 - A. Minutes of the Regular Meeting of the Board of Regents, February 22, 2021 (Tab 2A)
 - B. Minutes of the Special Meeting of the Board of Regents, March 25, 2021 (Tab 2B)
 - C. Acceptance of the Budget Report for Fiscal Year 2021 Through January 31, 2021 – Ms. Cynthia Gary, Chief Financial Officer (Tab 2C)
 - D. Acceptance of the Budget Report for Fiscal Year 2021 Through February 28, 2021 – Ms. Cynthia Gary, Chief Financial Officer (Tab 2D)
3. Report/Discussion of the Presidential Search Committee – Secretary Christie Burgin
4. For Action:
 - A. Awarding of a Posthumous Degree to Kimberly Cox – Ms. Amanda Williams-Mize, Registrar (Tab 4A)

B. Authorization for the Administration to Request Approval from the Oklahoma State Regents for Higher Education to Add New Academic Service Fees, Change Existing Academic Service Fees, and Delete Existing Academic Service Fees for Fiscal Year 2022 – Dr. Vince Bridges, Vice President for Academic Affairs (Tab 4B)

C. Acceptance of the Internal Audit Report on the Miscellaneous Encumbrance and Pre-Audit System (claims), Bursar Office, Billing/Assessment of Tuition and Fees, Clery Act/VAWA Compliance, follow-up on prior year audit findings – Secretary Christie Burgin (Tab 4C)

5. Monitoring Report(s):

A. Annual Monitoring Report on College END: “Community Enrichment: Our community’s quality of life is enriched through our educational, artistic, and recreational programs and events.” – Ms. Doralicia Sandoval, Director of Community Outreach & Education (Tab 5A)

B. For Action: Accepting the Annual Monitoring Report on College END: “Community Enrichment: Our community’s quality of life is enriched through our educational, artistic, and recreational programs and events.”

6. Information Report(s):

A. Human Resources Report on Diversity at Oklahoma City Community College – Dr. Regina Switzer, Vice President for Human Resources (Tab 6A)

7. Report/Discussion of the Fiscal Year 2021 Capital Projects – Mr. Chris Snow, Executive Director of Facilities Management (Tab 7)

8. Report/Discussion of the Fiscal Year 2022 Capital Projects – Mr. Chris Snow, Executive Director of Facilities Management (Tab 8)

9. For Action: Approving an Executive Session, if Desired, for the Purpose of Discussing the Following Pursuant to 25 O.S. § 307(B):

A. Employment and Terms and Conditions of Employment of Jeremy Thomas, Interim President, and Danita Rose, Executive Vice President, 25 O.S. § 307(B)(1).

B. Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, 25 O.S. § 307(B)(4).

10. Reconvening Into Open Session of the Board of Regents – Chair Devery Youngblood

11. For Action: Possible Action on Matters Arising During the Above Executive Session – Chair Devery Youngblood

12. 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
13. General comments, questions, and announcements from the Board
14. For Action: Adjournment

Posted at 4:00 PM on 4/14/2021 in compliance
with §311 of the Oklahoma Open Meeting Act

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 19, 2021

AGENDA ITEM 2A:

Minutes of the Regular Meeting of the Board of Regents, February 22, 2021

1. Call to Order. Board Chair Devery Youngblood called the Regular Meeting of the Oklahoma City Community College Board of Regents to order at 11:41 a.m.

Board Members Present:

Board Members Absent:

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

2. Approval of the Consent Docket:
 - A. Minutes of the Regular Meeting of the Board of Regents, January 25, 2021
 - B. Acceptance of the Budget Report for Fiscal Year 2021 through December 31, 2020

MOTION by Regent Font, seconded by Regent Burgin, to approve/accept the consent docket items as shown in the agenda. Motion carried 7-0, as follows:

Aye – Regent Burgin, Regent Echols, Regent Farzaneh, Regent Font, Regent Perry,
Regent White, & Regent Youngblood

3. Report/Discussion of the Presidential Search Committee

Secretary Christie Burgin provided an update regarding the search for OCCC's next President.

4. For Action:

A. Report/Discussion of the Meeting of the Board of Regents' Facilities Committee

Regent James White provided an update to members of the Board regarding the Facilities Committee meeting that occurred on February 3, 2021.

B. Authorizing the Administration to Award a Contract

MOTION by Regent White, seconded by Regent Farzaneh, authorizing the administration to award a contract for the Health Professions Center Expansion Project to Centennial Contractors Enterprises Inc., in an amount not to exceed \$250,277.00. Motion carried 7-0, as follows:

Aye – Regent Burgin , Regent Echols, Regent Farzaneh, Regent Font, Regent Perry, Regent White, & Regent Youngblood

C. Discussion and Possible Action to Modify the Oklahoma City Community College's Board Governance Documents.

Chair Devery Youngblood explained to other members of the Board that OCCC's Board Governance Documents were outdated and should be reviewed and modified. He wanted to introduce the need to fellow regents but no action was taken at this time.

D. Discussion and Possible Action to Select Current Board Officers to serve from February 2021 through June 2021, and shift Board Officer Terms to Begin each July.

MOTION by Regent Echols, seconded by Regent White, to Select Current Board Officers to serve from February 2021 through June 2021, and shift Board Officer Terms to Begin each July. Motion carried 7-0, as follows:

Aye – Regent Burgin , Regent Echols, Regent Farzaneh, Regent Font, Regent Perry, Regent White, & Regent Youngblood

5. Monitoring Reports:

A. Annual Monitoring Report on College END: "Student Success"

Ms. Kim Jameson, Interim Vice President for Academic Affairs, presented the comprehensive annual report on the END related to "Student Success".

B. For Action: Accepting the Annual Monitoring Report on College END: "Student Success"

MOTION by Regent White, seconded by Regent Burgin to accept the monitoring report on College END: "Student Success". Motion carried 7-0, as follows:

Aye – Regent Burgin , Regent Echols, Regent Farzaneh, Regent Font, Regent Perry, Regent White, & Regent Youngblood

6. Recognition of Outstanding Service by Facilities and Police Department Staff

Dr. Jeremy Thomas, Interim President, and Ms. Danita Rose, Executive Vice President, both expressed their appreciation to all members of the Facilities team and the Police

Department staff for their hard work during the extreme weather conditions (i.e., snow and ice).

7. For Action: Approving an Executive Session, if Desired, for the Purpose of Discussing the Following Pursuant to 25 O.S. § 307(B):
 - A. Employment and Terms and Conditions of Employment of Jeremy Thomas, Interim President, and Danita Rose, Executive Vice President, 25 O.S. § 307(B)(1).
 - B. Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, 25 O.S. § 307(B)(4).
None
8. Reconvening Into Open Session of the Board of Regents – Chair Devery Youngblood
None
9. For Action: Possible Action on Matters Arising During the Above Executive Session – Chair Devery Youngblood
None
10. 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
11. General comments, questions, and announcements from the Board
None
12. Adjournment

MOTION by Regent White, seconded by Regent Font, to adjourn at 12:31 p.m.
Motion carried 7-0, as follows:

Aye – Regent Burgin , Regent Echols, Regent Farzaneh, Regent Font, Regent Perry, Regent White, & Regent Youngblood

Devery Youngblood, Chair

Christie Burgin, Secretary

Special Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 19, 2021

AGENDA ITEM 2B:

Minutes of the Special Meeting of the Board of Regents, March 25, 2021

1. Call to Order. Board Chair Devery Youngblood called the Special Meeting of the Oklahoma City Community College Board of Regents to order at 3:04 p.m.

Board Members Present:

Regent Christie Burgin
Regent Jalal Farzaneh
Regent Kevin Perry
Regent Jim White
Regent Devery Youngblood

Board Members Absent:

Regent David Echols
Regent Raúl Font

2. Secretary Christie Burgin briefly explained once more, how the Presidential search committee plans to conduct the search for OCCC's next President. She also explained and introduced a representative from a prospective consultant firm (Schnake Turnbo Frank), Mr. Aaron Fulkerson. He gave a short description of what Schnake Turnbo Frank does, and how if selected to do so, will assist members of the Board during this search.

MOTION by Regent Burgin, seconded by Regent Perry, to authorize Chair Youngblood to negotiate and execute a contract with Schnake Turnbo Frank to provide the Board with professional consulting on preliminary presidential search communication and consensus building, with a contract amount not to exceed \$25,000. Motion carried 5-0, as follows:

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

3. Adjournment

MOTION by Regent Burgin, seconded by Regent Perry, to adjourn at 3:24 p.m. Motion carried 5-0, as follows:

Aye - Regent Burgin, 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
April 19, 2021

AGENDA ITEM 2C:

Acceptance of the Budget Report for Fiscal Year 2021 through January 31, 2021

RECOMMENDATION:

It is recommended that the Board of Regents accept the budget report for Fiscal Year 2021 through January 31, 2021.

ANALYSIS:

- The budget reports and year to date and projected financial information for Oklahoma City Community College are presented on the following pages.
- The Budget Analysis pages provide for comparisons of actual receipts/expenditures and spend rate for 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 January 31, 2021.

**OKLAHOMA CITY COMMUNITY COLLEGE
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2021 THROUGH JANUARY 31, 2021**

Educational & General

The Oklahoma State Regents for Higher Education allocation to Oklahoma City Community College for the month of January totals \$2,016,159. The allocation is set forth in the following table:

		Current Month		Year-to-Date
State Allocation:				
General Fund		1,459,737.30		10,218,161.12
National Guard Reimbursements		4,405.30		30,837.10
Senior Concurrent Enrollment Reimbursements		125,812.40		880,686.78
Oil Reimbursements		426,204.00		1,690,436.00
Total State Allocation:		2,016,159.00		12,820,121.00

The College has realized 112% 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	119%	Increased enrollment FTE when compared to plan.
Prior Year Student Fees	136%	Increased collections of prior year account receivable balances.
Public Service	31%	The College for Kids summer camp program was cancelled in response to the COVID-19 pandemic.
Other Income	145%	Higher revenues due to COVID-19 reimbursement from the Oklahoma State Regents for Higher Education in the amount of \$177,410.72.
Expenditures:		
Instruction	82%	Fixed Assets underspent when compared to prior years amounting to \$402,900- Materials & Supplies underspent when compared to prior years amounting to \$793,200- Contract Services underspent when compared to prior years amounting to \$1,197,000-
Academic Support	70%	Salary vacancies amounting to \$154,300- Materials & Supplies underspent when compared to prior years amounting to \$35,600- Contract Services underspent when compared to prior years amounting to \$78,000-
Student Services	93%	Salary vacancies amounting to \$152,100- Materials & Supplies underspent when compared to prior years amounting to \$41,200- Contract Services underspent when compared to prior years amounting to \$45,700-
Institutional Support	92%	Salary vacancies amounting to \$143,300- Contract Services underspent when compared to prior years amounting to \$138,800- Memberships and Registrations underspent when compared to prior years amounting to \$54,400-
Facilities Management	80%	Salary vacancies amounting to \$322,100- Contract Services underspent when compared to prior years amounting to \$567,800- Utilities underspent when compared to prior years amounting to \$101,000-
Scholarships & Tuition Waivers	88%	Lower than expected number of scholarship and tuition waiver recipients when compared to plan.

Auxiliary

The College has realized revenues of \$4,952,202 and expenditures of \$3,080,574 for a year to date net margin of \$1,871,628. 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.

	Variance from	
Description	YTD Plan	Comment
Auxiliary		
Revenues:		
Student Store/TekSpot Sales	71%	Lower Textbook and Supply Sales when compared to plan.
Facility Use Fee	115%	Increased enrollment FTE when compared to plan.
Student Activity Fee	115%	Increased enrollment FTE when compared to plan.
Assessment Fee	115%	Increased enrollment FTE when compared to plan.
College Union/Café & Catering	27%	Lower revenues when compared to plan due to lower Coffee Shop Commissions and Food Service Income.
Business Training	86%	Lower CNG/Auto Cad Training and Continuing Education revenues when compared to plan.
VPAC - Ticket Sales/Rentals	81%	Lower revenues when compared to plan due to lower ticket sales.
Print Shop	15%	Print Shop was moved from Auxiliary to E&G after the FY 2021 budget was implemented.
Testing and Assessment	66%	Lower revenues when compared to plan due to the closing of in-person testing in the Test Center.
Other	143%	Higher revenues when compared to plan due to receipt of funds from the Oklahoma City Community College Foundation as reimbursement of Food Pantry expenses.

	Variance from	
Description	YTD Plan	Comment
Auxiliary		
Expenditures:		
Student Store/TekSpot Operations	108%	Textbook purchases overspent when compared to prior years amounting to \$447,700.
Student Programs	72%	Salary vacancies amounting to \$63,300- Materials & Supplies underspent when compared to prior years amounting to \$30,500-
College Union/Café & Catering	90%	Salary vacancies amounting to \$69,200- Materials & Supplies underspent when compared to prior years amounting to \$46,400-
Business Training	54%	Salary vacancies amounting to \$18,400-
Enterprise Services	58%	Salary vacancies amounting to \$27,400-
VPA - Operations	38%	Materials & Supplies underspent when compared to prior years amounting to \$7,300- Contract Services underspent when compared to prior years amounting to \$3,100-
Testing and Assessment	51%	Salary vacancies amounting to \$61,500- Materials & Supplies underspent when compared to prior years amounting to \$7,300-
Special Events	16%	Fixed Assets underspent when compared to prior years amounting to \$13,700- Contract Services underspent when compared to prior years amounting to \$128,200-
Other	9%	Materials & Supplies underspent when compared to prior years amounting to \$9,700- Contract Services underspent when compared to prior years amounting to \$8,600-
Utilities	87%	Utilities underspent when compared to prior years amounting to \$4,700-

Cash & Investments

		Current Month (Year-to-Date)
Cash & Investments:		
Current Unrestricted :		
General		35,150,700.74
Insurance Fund		434,809.91
Total Current Unrestricted		35,585,510.65
Current Restricted (Grants and Contracts)		2,767,933.96
Student Scholarship Endowments		48,298.91
OSRHE Endowment		318,978.22
Direct Student Loans*		14,235.00
Plant (Capital) Funds		7,187,096.76
Investments		1,249,796.27
Total Cash & Investments		47,171,849.77

* - 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.

E & G, Auxiliary, District and Capital Carryover - Year-to-Date and Projected through Fiscal Year End 2021

Status as of January 31st, 2021

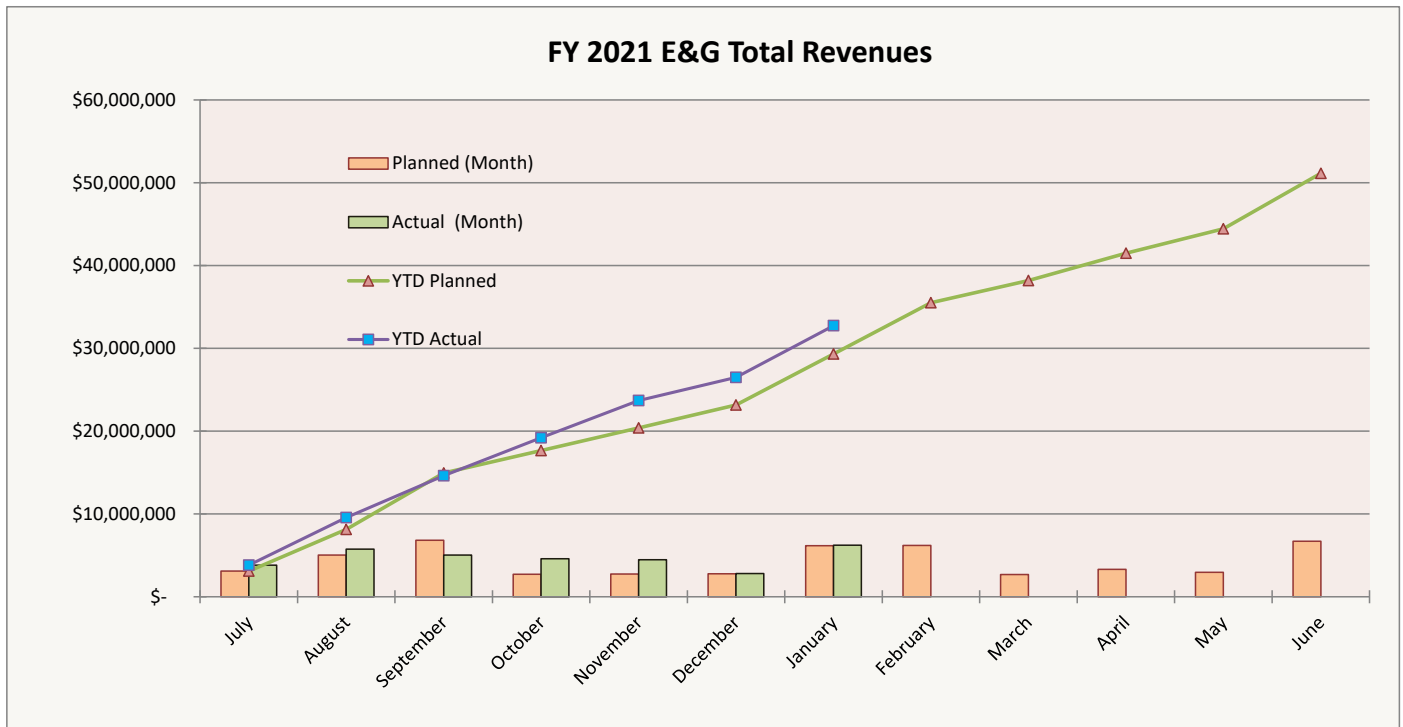
Year-To-Date

Description	E & G		Auxiliary		District		Capital	Total		
Cash Balance - Beginning	\$	17,385,741.06	\$	8,466,594.01	\$	16,030,827.72	\$	7,090,508.38	\$	48,973,671.17
+ Revenues		32,732,764.59		4,952,203.72		6,807,801.52		834,658.15		45,327,427.98
- Expenditures		(27,919,161.26)		(3,080,574.79)		(105,448.52)		(848,707.95)		(31,953,892.52)
- Contingency Spent		(572,138.07)		21,970.03		-		-		(550,168.04)
Year-to-Date Balance	\$	21,627,206.32	\$	10,360,192.97	\$	22,733,180.72	\$	7,076,458.58	\$	61,797,038.59

Projected through 06/30/2021

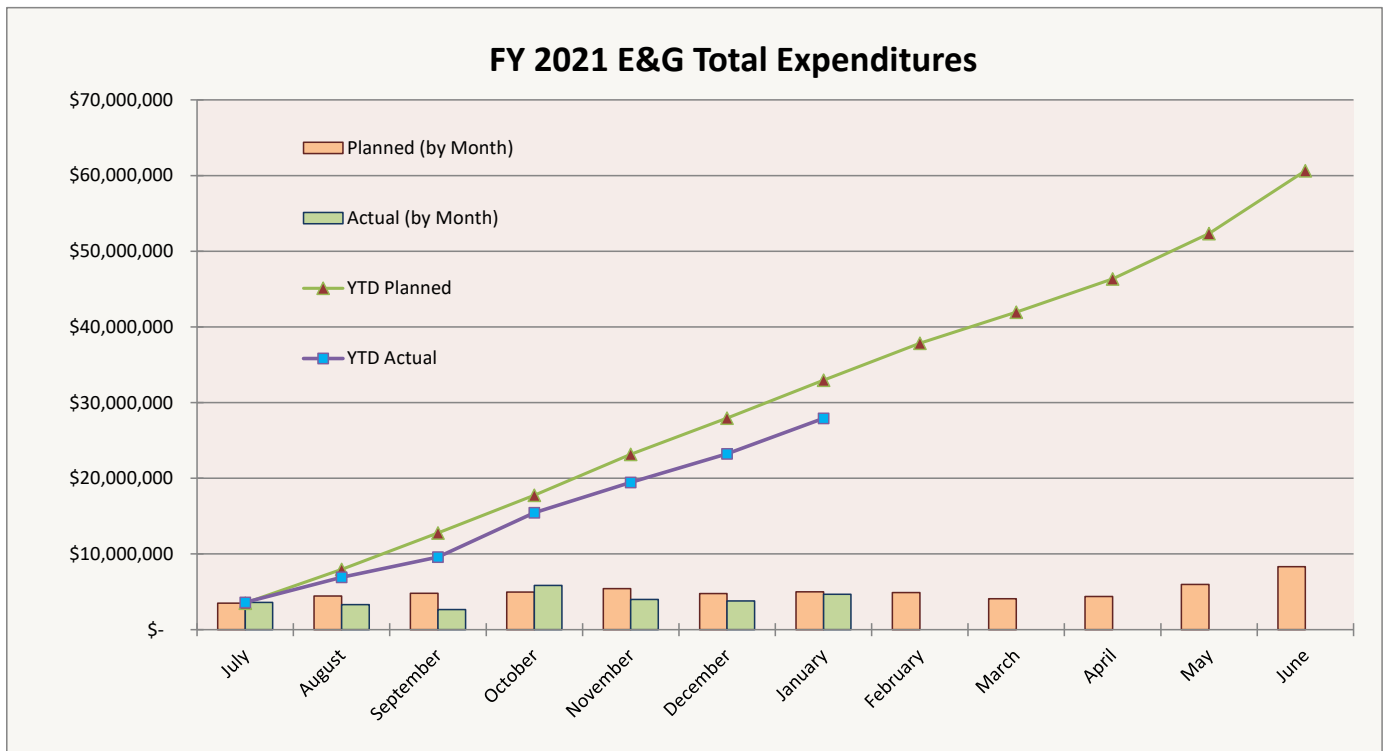
Description	E & G		Auxiliary		District		Capital	Total		
Cash Balance - Beginning	\$	17,385,741.06	\$	8,466,594.01	\$	16,030,827.72	\$	7,090,508.38	\$	48,973,671.17
+ Revenues		54,411,715.03		6,433,998.28		8,461,622.86		1,039,624.00		70,346,960.18
- Expenditures		(50,090,485.28)		(5,452,380.42)		(4,270,285.19)		(3,152,469.99)		(62,965,620.88)
- Contingency Spent		(1,706,970.81)		(748,211.87)		-		-		(2,455,182.68)
Projected Balance thru 06/30/2021	\$	20,000,000.00	\$	8,700,000.00	\$	20,222,165.40	\$	4,977,662.39	\$	53,899,827.79

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2021 THROUGH JANUARY 31, 2021
FISCAL YEAR 2021 E&G REVENUES**



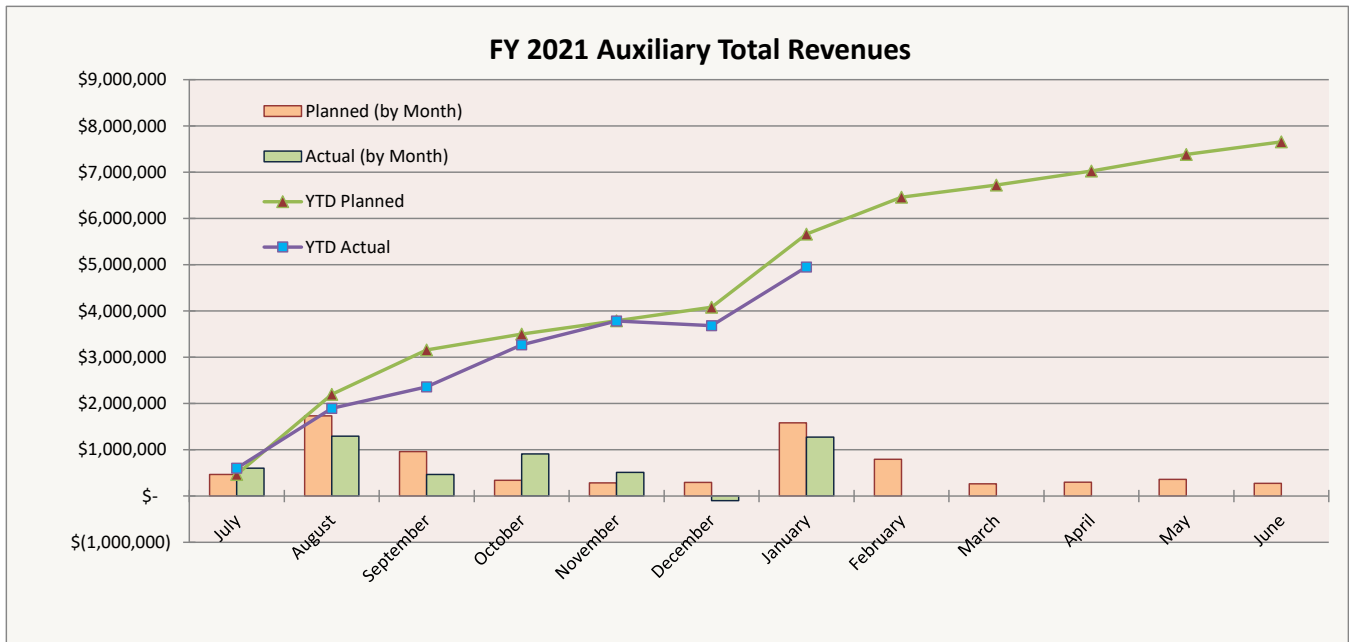
Fiscal Year 2021						
		Plan	Actual		Actual vs. Year To Date Plan	Actual vs. Budget
		Annual Budget	Year To Date Plan Revenues	Year To Date Revenues	Actual % of Year To Date Plan	Actual % of Budget
<u>Revenues</u>						
1	State Allocation	\$ 21,247,931	\$ 12,820,121	\$ 12,820,121	100%	60%
2	Student Tuition & Fees	22,599,559	15,137,579	18,050,996	119%	80%
3	Prior Yr Student Fees	2,000,000	1,020,000	1,382,509	136%	69%
4	Tech. Educ. Reimbursement	4,000,000	-	-	-	0%
5	Public Service	95,000	10,074	3,096	31%	3%
6	Auxiliary transfer - Fund 10 Operations	613,928	-	-	-	0%
7	Other Income	582,000	327,562	476,042	145%	82%
8	TOTAL REVENUES	\$ 51,138,418	\$ 29,315,336	\$ 32,732,764	112%	64%
9	Funds from Carryover	9,500,000				
10	TOTAL	\$ 60,638,418				

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2021 THROUGH JANUARY 31, 2021
FISCAL YEAR 2021 E&G EXPENDITURES**



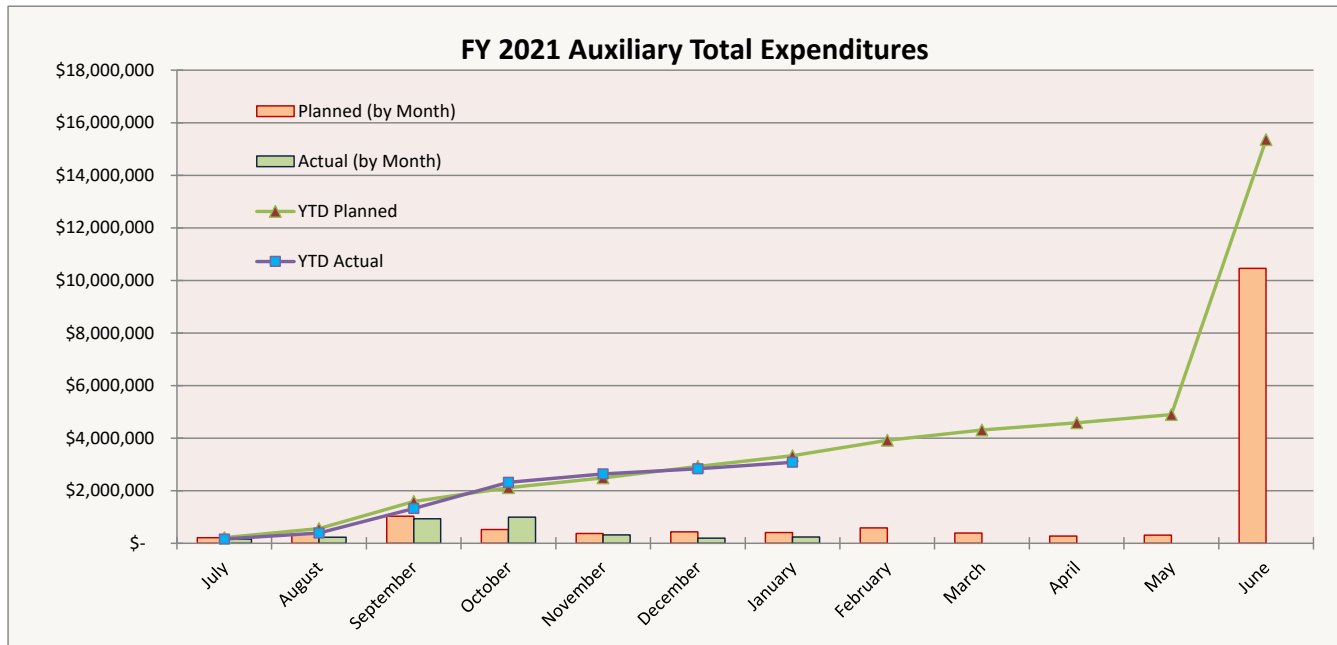
		Fiscal Year 2021				
		Plan		Actual	Actual vs. Year To Date Plan	Actual vs. Budget
		Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan	Actual % of Budget
<u>Expenditures</u>						
1	Instruction	\$ 30,483,378	\$ 15,180,147	\$ 12,474,120	82%	41%
2	Public Service	-	-	-	-	0%
3	Academic Support	1,681,294	\$ 1,021,483	719,224	70%	43%
4	Student Services	6,618,192	\$ 3,915,888	3,633,585	93%	55%
5	Institutional Support	8,211,608	\$ 4,672,570	4,302,010	92%	52%
6	Facilities Management	10,136,993	\$ 5,457,963	4,389,279	80%	43%
7	Scholarships & Tuition Waivers	3,506,953	\$ 2,713,156	2,400,942	88%	68%
8	TOTAL EXPENDITURES	\$ 60,638,418	\$ 32,961,207	\$ 27,919,160	85%	46%

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2021 THROUGH JANUARY 31, 2021
FISCAL YEAR 2021 AUXILIARY REVENUES**



Fiscal Year 2021						
		Plan		Actual	Actual vs. Year To Date Plan	Actual vs. Budget
		Annual Budget	Year To Date Plan Revenues	Year To Date Revenues	Actual % of Year To Date Plan	Actual % of Budget
<u>Revenues</u>						
1	Student Store/TekSpot Sales	\$ 2,875,770	\$ 2,435,584	\$ 1,734,457	71%	60%
2	Facility Use Fee	2,315,658	1,551,774	1,780,083	115%	77%
3	Student Activity Fee	1,157,831	775,888	890,025	115%	77%
4	Assessment Fee	161,930	108,513	124,471	115%	77%
5	Cafeteria/Catering & Vending	499,715	340,614	92,754	27%	19%
6	Business Training	150,000	87,500	75,414	86%	50%
7	VPAC - Ticket Sales/Rentals	50,000	25,793	20,958	81%	42%
8	Print Shop	120,000	84,357	12,936	15%	11%
9	Testing and Assessment	150,000	103,869	68,387	66%	46%
10	Other	175,000	106,460	152,717	143%	87%
11	TOTAL REVENUES	\$ 7,655,904	\$ 5,620,352	\$ 4,952,202	88%	65%
12	Funds from Carryover	7,700,000				
13	TOTAL	\$ 15,355,904				

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2021 THROUGH JANUARY 31, 2021
FISCAL YEAR 2021 AUXILIARY EXPENDITURES**



Fiscal Year 2021						
		Plan	Actual	Actual vs. Year To Date Plan		Actual vs. Budget
		Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan	Actual % of Budget
<u>Expenditures</u>						
1	Student Store/TekSpot Operations	\$ 2,675,770	\$ 1,755,267	\$ 1,897,549	108%	71%
2	Student Programs	774,229	410,729	294,887	72%	38%
3	Revenue Bond Debt Service	1,636,746	355,179	355,179	100%	22%
4	College Union/Café & Catering	641,087	366,082	329,667	90%	51%
5	Business Training	86,744	43,014	23,338	54%	27%
6	Enterprise Services	115,446	67,344	39,330	58%	34%
7	VPA - Operations	40,000	18,956	7,261	38%	18%
8	VPA - Cultural Arts Programming	16,000	9,163	-	0%	0%
9	Student Activities	25,000	-	1,751	-	7%
10	Print Shop	100,000	58,335	-	0%	0%
11	Testing and Assessment	293,965	135,001	68,194	51%	23%
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	179,654	28,845	16%	9%
15	Other	34,600	21,086	1,923	9%	6%
16	Utilities	70,500	37,395	32,650	87%	46%
17	Auxiliary Contingency - Restricted	1,143,167	-	-	-	0%
18	Auxiliary Contingency - Unrestricted	6,074,137	-	-	-	0%
19	TOTAL EXPENDITURES	\$ 15,355,904	\$ 3,457,205	\$ 3,080,574	89%	20%

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.

Under the CARES II Act, Oklahoma City Community College was allocated \$12,328,985. The maximum allocation to be awarded for institutional costs is \$9,545,635; the remaining \$2,783,350 will be disbursed to students.

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 \$10,852.87 in Fiscal Year 2021.

Oklahoma City Community College also received the CARES Act Strengthening Institution Program (SIP) grant through the Department of Education. The 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.

CARES Act Federal Relief Funds Summary:		
Total CARES Act Revenues:		5,132,795.00
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		10,852.87
Fiscal Year 2020 Disbursement of CARES Act Emergency Financial Aid Grants to Students		2,574,364.10
Fiscal Year 2021 Disbursement of CARES Act Emergency Financial Aid Grants to Students		556,500.00
Total CARES Act Expenses:		5,132,795.00

In addition to the CARES Act, Oklahoma City Community College was allocated \$314,708.95 by the Oklahoma State Regents for Higher Education (OSRHE). This allocation was to reimburse the College for COVID-19 related expenditures through December 1, 2020. The College submitted a reimbursement request for \$178,306.96, the funds were received in December 2020.

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 19, 2021

AGENDA ITEM 2D:

Acceptance of the Budget Report for Fiscal Year 2021 through February 28, 2021

RECOMMENDATION:

It is recommended that the Board of Regents accept the budget report for Fiscal Year 2021 through February 28, 2021.

ANALYSIS:

- The budget reports and year to date and projected financial information for Oklahoma City Community College are presented on the following pages.
- The Budget Analysis pages provide for comparisons of actual receipts/expenditures and spend rate for 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 February 28, 2021.

**OKLAHOMA CITY COMMUNITY COLLEGE
YEAR TO DATE BUDGET STATUS REPORT
EXECUTIVE SUMMARY
FOR FISCAL YEAR 2021 THROUGH FEBRUARY 28, 2021**

Educational & General

The Oklahoma State Regents for Higher Education allocation to Oklahoma City Community College for the month of February totals \$1,958,689. The allocation is set forth in the following table:

		Current Month		Year-to-Date
State Allocation:				
General Fund		1,459,737.30		11,677,898.43
National Guard Reimbursements		4,405.30		35,242.40
Senior Concurrent Enrollment Reimbursements		125,812.40		1,006,499.17
Oil Reimbursements		368,734.00		2,059,170.00
Total State Allocation:		1,958,689.00		14,778,810.00

The College has realized 106% of total planned revenues and expended 82% 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	107%	Increased enrollment FTE when compared to plan.
Prior Year Student Fees	136%	Increased collections of prior year account receivable balances.
Public Service	28%	The College for Kids summer camp program was cancelled in response to the COVID-19 pandemic.
Other Income	140%	Higher revenues due to COVID-19 reimbursement from the Oklahoma State Regents for Higher Education in the amount of \$177,410.72.
Expenditures:		
Instruction	80%	Fixed Assets underspent when compared to prior years amounting to \$556,500- Materials & Supplies underspent when compared to prior years amounting to \$1,064,000- Contract Services underspent when compared to prior years amounting to \$1,394,000-
Academic Support	69%	Salary vacancies amounting to \$177,800- Materials & Supplies underspent when compared to prior years amounting to \$41,000- Contract Services underspent when compared to prior years amounting to \$89,400-
Student Services	92%	Salary vacancies amounting to \$187,100- Materials & Supplies underspent when compared to prior years amounting to \$48,700- Contract Services underspent when compared to prior years amounting to \$59,300-
Institutional Support	91%	Salary vacancies amounting to \$213,300- Contract Services underspent when compared to prior years amounting to \$159,500- Memberships and Registrations underspent when compared to prior years amounting to \$57,800-
Facilities Management	79%	Salary vacancies amounting to \$349,500- Contract Services underspent when compared to prior years amounting to \$719,000- Utilities underspent when compared to prior years amounting to \$158,500-
Scholarships & Tuition Waivers	78%	Lower than expected number of scholarship and tuition waiver recipients when compared to plan.

Auxiliary

The College has realized revenues of \$5,513,189 and expenditures of \$3,395,699 for a year to date net margin of \$2,117,490. 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 tables below.

	Variance from	
Description	YTD Plan	Comment
Auxiliary		
Revenues:		
Student Store/TekSpot Sales	70%	Lower Textbook and Supply Sales when compared to plan.
Facility Use Fee	107%	Increased enrollment FTE when compared to plan.
Student Activity Fee	107%	Increased enrollment FTE when compared to plan.
Assessment Fee	107%	Increased enrollment FTE when compared to plan.
College Union/Café & Catering	23%	Lower revenues when compared to plan due to lower Coffee Shop Commissions and Food Service Income.
VPAC - Ticket Sales/Rentals	124%	Higher revenues when compared to plan due to increased Merchandise Sales.
Print Shop	16%	Print Shop was moved from Auxiliary to E&G after the FY 2021 budget was implemented.
Testing and Assessment	65%	Lower revenues when compared to plan due to the closing of in-person testing in the Test Center.
Other	138%	Higher revenues when compared to plan due to receipt of funds from the Oklahoma City Community College Foundation as reimbursement of Food Pantry expenses.

	Variance from	
Description	YTD Plan	Comment
Auxiliary		
Expenditures:		
Student Programs	72%	Salary vacancies amounting to \$70,400- Materials & Supplies underspent when compared to prior years amounting to \$34,200-
College Union/Café & Catering	87%	Salary vacancies amounting to \$75,800- Materials & Supplies underspent when compared to prior years amounting to \$51,300-
Business Training	65%	Salary vacancies amounting to \$19,400-
Enterprise Services	57%	Salary vacancies amounting to \$32,100-
VPA - Operations	36%	Materials & Supplies underspent when compared to prior years amounting to \$7,400- Contract Services underspent when compared to prior years amounting to \$3,900-
Student Activities	22%	Contract Services underspent when compared to prior years amounting to \$7,700-
Testing and Assessment	43%	Salary vacancies amounting to \$82,100- Materials & Supplies underspent when compared to prior years amounting to \$7,300- Contract Services underspent when compared to prior years amounting to \$14,900-
Special Events	18%	Fixed Assets underspent when compared to prior years amounting to \$42,500- Contract Services underspent when compared to prior years amounting to \$142,100-
Other	10%	Materials & Supplies underspent when compared to prior years amounting to \$9,700- Contract Services underspent when compared to prior years amounting to \$9,000-
Utilities	76%	Utilities underspent when compared to prior years amounting to \$10,100-

Cash & Investments

		Current Month (Year-to-Date)
Cash & Investments:		
Current Unrestricted :		
General		37,160,452.00
Insurance Fund		376,703.23
Total Current Unrestricted		37,537,155.23
Current Restricted (Grants and Contracts)		3,205,722.72
Student Scholarship Endowments		48,359.77
OSRHE Endowment		319,108.69
Direct Student Loans*		(408,355.00)
Plant (Capital) Funds		7,275,931.76
Investments		1,249,806.87
Total Cash & Investments		49,227,730.04

* - 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.

E & G, Auxiliary, District and Capital Carryover - Year-to-Date and Projected through Fiscal Year End 2021

Status as of February 28th, 2021

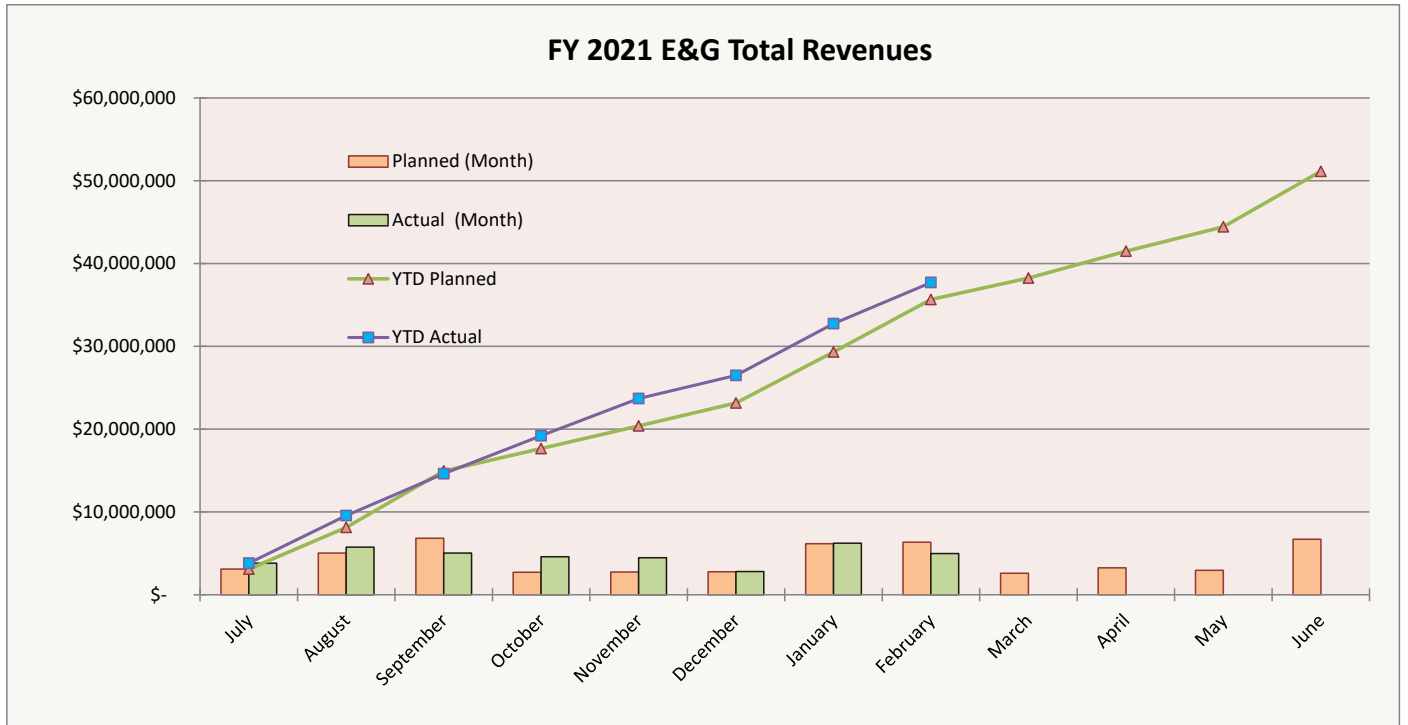
Year-To-Date

Description	E & G		Auxiliary		District		Capital	Total
Cash Balance - Beginning	\$	17,385,741.06	\$	8,466,594.01	\$	16,030,827.72	\$ 7,090,508.38	\$ 48,973,671.17
+ Revenues		37,701,505.32		5,513,188.94		6,962,245.42	1,024,514.15	51,201,453.83
- Expenditures		(31,224,335.33)		(3,395,698.22)		(105,448.52)	(853,701.95)	(35,579,184.02)
- Contingency Spent		(572,138.07)		21,970.03		-	-	(550,168.04)
Year-to-Date Balance	\$	23,290,772.98	\$	10,606,054.76	\$	22,887,624.62	\$ 7,261,320.58	\$ 64,045,772.94

Projected through 06/30/2021

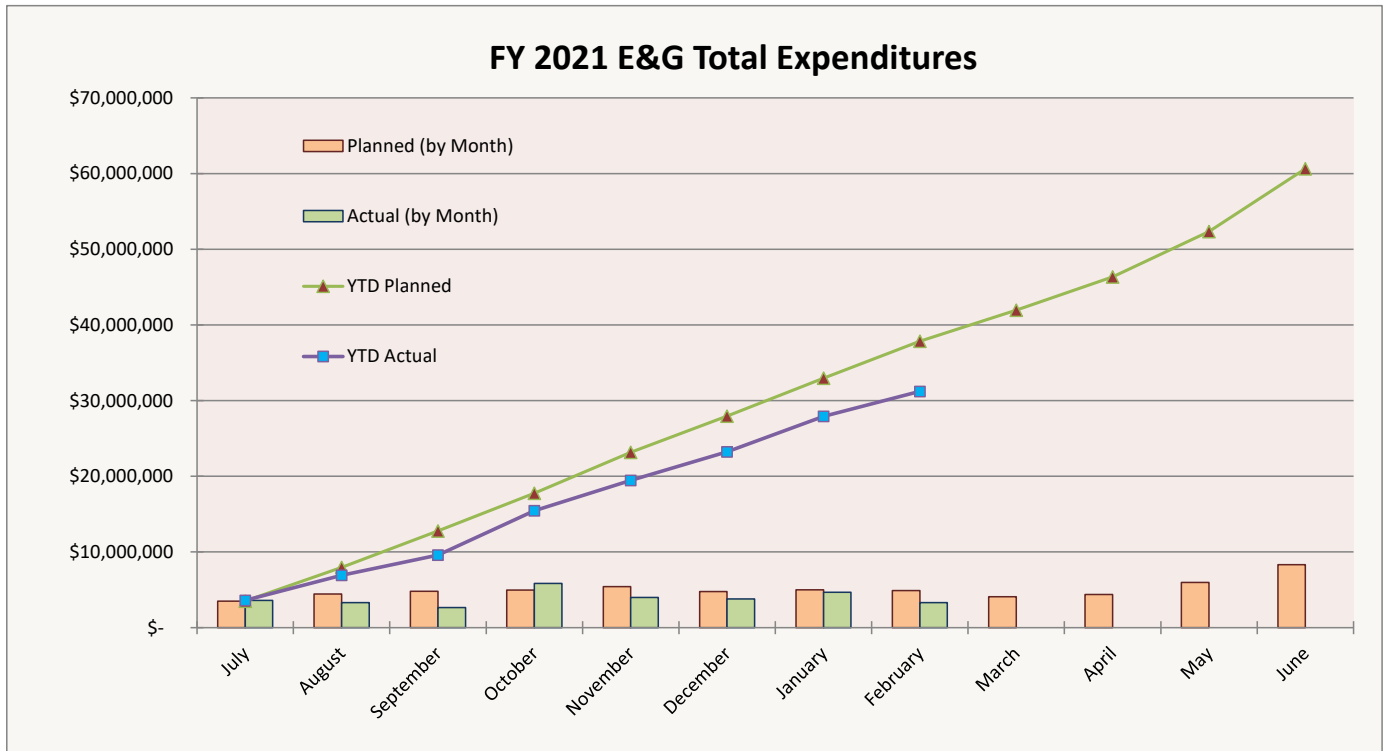
Description	E & G		Auxiliary		District		Capital	Total
Cash Balance - Beginning	\$	17,385,741.06	\$	8,466,594.01	\$	16,030,827.72	\$ 7,090,508.38	\$ 48,973,671.17
+ Revenues		53,745,979.84		6,348,472.25		8,461,581.90	1,718,539.49	70,274,573.49
- Expenditures		(49,309,221.32)		(5,797,795.64)		(4,270,285.19)	(3,152,469.99)	(62,529,772.13)
- Contingency Spent		(1,822,499.58)		(517,270.63)		-	-	(2,339,770.21)
Projected Balance thru 06/30/2021	\$	20,000,000.00	\$	8,500,000.00	\$	20,222,124.44	\$ 5,656,577.88	\$ 54,378,702.32

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2021 THROUGH FEBRUARY 28, 2021
FISCAL YEAR 2021 E&G REVENUES**



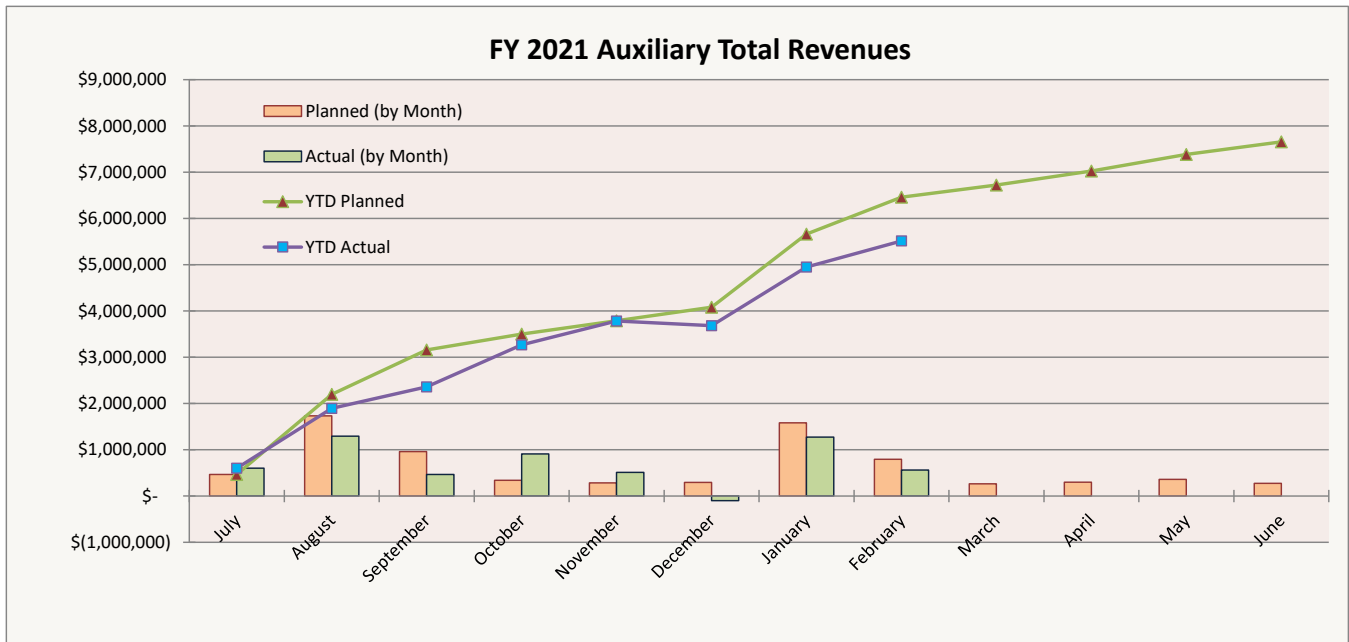
Fiscal Year 2021						
		Plan	Actual		Actual vs. Year To Date Plan	Actual vs. Budget
		Annual Budget	Year To Date Plan Revenues	Year To Date Actual Revenues	Actual % of Year To Date Plan	Actual % of Budget
<u>Revenues</u>						
1	State Allocation	\$ 21,247,931	\$ 14,778,810	\$ 14,778,810	100%	70%
2	Student Tuition & Fees	22,599,559	19,255,151	20,696,226	107%	92%
3	Prior Yr Student Fees	2,000,000	1,220,000	1,655,309	136%	83%
4	Tech. Educ. Reimbursement	4,000,000	-	-	-	0%
5	Public Service	95,000	10,847	2,991	28%	3%
6	Auxiliary transfer - Fund 10 Operations	613,928	-	-	-	0%
7	Other Income	582,000	405,037	568,169	140%	98%
8	TOTAL REVENUES	\$ 51,138,418	\$ 35,669,845	\$ 37,701,505	106%	74%
9	Funds from Carryover	9,500,000				
10	TOTAL	\$ 60,638,418				

**OKLAHOMA CITY COMMUNITY COLLEGE
EDUCATIONAL AND GENERAL BUDGET ANALYSIS
FOR FISCAL YEAR 2021 THROUGH FEBRUARY 28, 2021
FISCAL YEAR 2021 E&G EXPENDITURES**



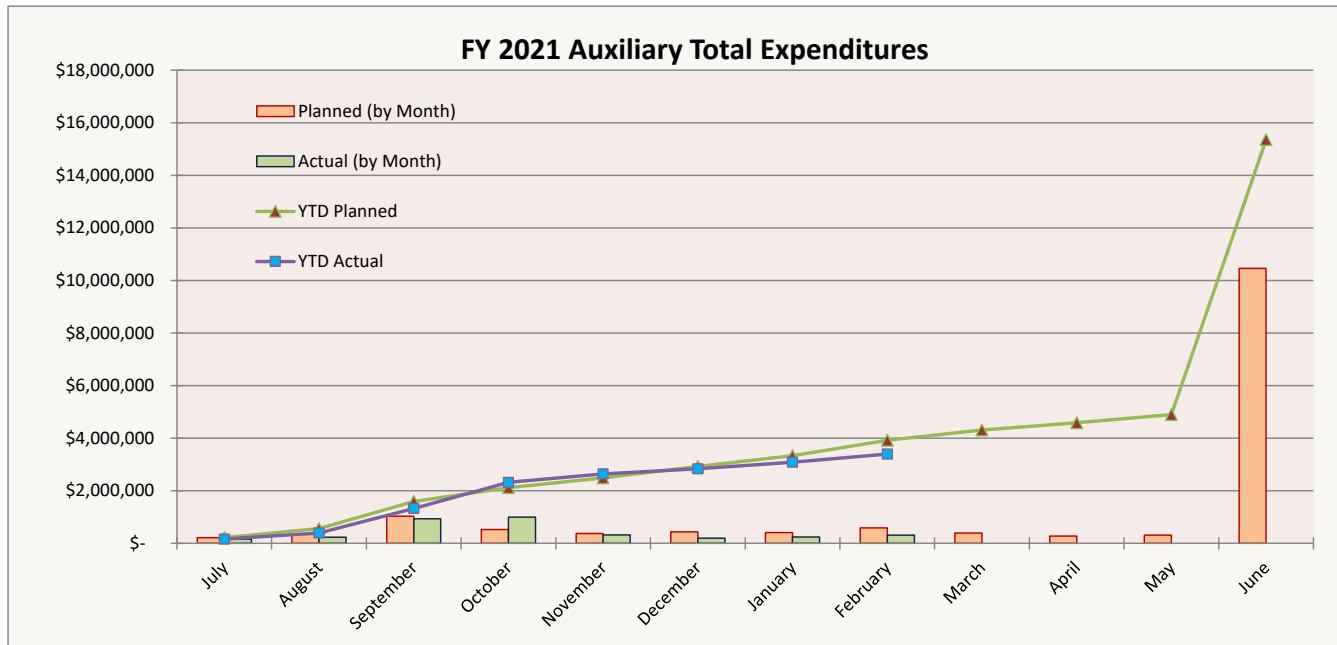
Fiscal Year 2021						
		Plan	Actual		Actual vs. Year To Date Plan	Actual vs. Budget
		Year To Date	Year To Date		Actual %	Actual %
		Plan	Expenditures		of	of
		Annual			Year To Date Plan	Budget
		Budget				
Expenditures						
1	Instruction	\$ 30,483,378	\$ 17,697,364	\$ 14,235,705	80%	47%
2	Public Service	-	-	-	-	0%
3	Academic Support	1,681,294	\$ 1,142,099	788,959	69%	47%
4	Student Services	6,618,192	\$ 4,382,473	4,040,220	92%	61%
5	Institutional Support	8,211,608	\$ 5,278,274	4,806,566	91%	59%
6	Facilities Management	10,136,993	\$ 6,241,111	4,907,831	79%	48%
7	Scholarships & Tuition Waivers	3,506,953	\$ 3,119,494	2,445,054	78%	70%
8	TOTAL EXPENDITURES	\$ 60,638,418	\$ 37,860,815	\$ 31,224,335	82%	51%

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2021 THROUGH FEBRUARY 28, 2021
FISCAL YEAR 2021 AUXILIARY REVENUES**



Fiscal Year 2021						
		Plan		Actual	Actual vs. Year To Date Plan	Actual vs. Budget
		Annual Budget	Year To Date Plan Revenues	Year To Date Revenues	Actual % of Year To Date Plan	Actual % of Budget
<u>Revenues</u>						
1	Student Store/TekSpot Sales	\$ 2,875,770	\$ 2,506,457	\$ 1,755,496	70%	61%
2	Facility Use Fee	2,315,658	1,950,575	2,079,490	107%	90%
3	Student Activity Fee	1,157,831	975,289	1,039,726	107%	90%
4	Assessment Fee	161,930	136,400	145,407	107%	90%
5	Cafeteria/Catering & Vending	499,715	419,670	97,793	23%	20%
6	Business Training	150,000	100,000	101,168	101%	67%
7	VPAC - Ticket Sales/Rentals	50,000	27,577	34,235	124%	68%
8	Print Shop	120,000	81,064	12,936	16%	11%
9	Testing and Assessment	150,000	121,565	78,692	65%	52%
10	Other	175,000	122,318	168,246	138%	96%
11	TOTAL REVENUES	\$ 7,655,904	\$ 6,440,915	\$ 5,513,189	86%	72%
12	Funds from Carryover	7,700,000				
13	TOTAL	\$ 15,355,904				

**OKLAHOMA CITY COMMUNITY COLLEGE
AUXILIARY BUDGET ANALYSIS
FOR FISCAL YEAR 2021 THROUGH FEBRUARY 28, 2021
FISCAL YEAR 2021 AUXILIARY EXPENDITURES**



		Fiscal Year 2021				
		Plan		Actual	Actual vs. Year To Date Plan	Actual vs. Budget
		Annual Budget	Year To Date Plan Expenditures	Year To Date Expenditures	Actual % of Year To Date Plan	Actual % of Budget
<u>Expenditures</u>						
1	Student Store/TekSpot Operations	\$ 2,675,770	\$ 2,099,741	\$ 2,060,209	98%	77%
2	Student Programs	774,229	465,118	335,108	72%	43%
3	Revenue Bond Debt Service	1,636,746	398,464	398,464	100%	24%
4	College Union/Café & Catering	641,087	420,863	367,134	87%	57%
5	Business Training	86,744	47,584	31,114	65%	36%
6	Enterprise Services	115,446	76,964	44,132	57%	38%
7	VPA - Operations	40,000	20,286	7,261	36%	18%
8	VPA - Cultural Arts Programming	16,000	10,466	-	0%	0%
9	Student Activities	25,000	7,791	1,751	22%	7%
10	Print Shop	100,000	66,668	-	0%	0%
11	Testing and Assessment	293,965	175,465	74,740	43%	25%
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	231,824	40,950	18%	12%
15	Other	34,600	21,731	2,103	10%	6%
16	Utilities	70,500	42,893	32,733	76%	46%
17	Auxiliary Contingency - Restricted	1,143,167	-	-	-	0%
18	Auxiliary Contingency - Unrestricted	6,074,137	-	-	-	0%
19	TOTAL EXPENDITURES	\$ 15,355,904	\$ 4,085,858	\$ 3,395,699	83%	22%

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 \$3,790,864.10 to students. A portion of the institutional share was awarded to students to fund all applicants.

Under the CARES II Act, Oklahoma City Community College was allocated \$12,328,985. The maximum allocation to be awarded for institutional costs is \$9,545,635; \$2,391,000 of the remaining \$2,783,350 has been disbursed to students.

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 \$10,852.87 in Fiscal Year 2021.

Oklahoma City Community College also received the CARES Act Strengthening Institution Program (SIP) grant through the Department of Education. The 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.

Oklahoma City Community College received an additional allocation of the Strengthening Institution Program (SIP) grant through the Department of Education. The allocation for the SIP grant is \$516,909.

CARES Act Federal Relief Funds Summary:		
Total CARES Act Revenues:		8,183,795.00
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		10,852.87
Fiscal Year 2020 Disbursement of CARES Act Emergency Financial Aid Grants to Students		2,574,364.10
Fiscal Year 2021 Disbursement of CARES Act Emergency Financial Aid Grants to Students		3,607,500.00
Total CARES Act Expenses:		8,183,795.00

In addition to the CARES Act, Oklahoma City Community College was allocated \$314,708.95 by the Oklahoma State Regents for Higher Education (OSRHE). This allocation was to reimburse the College for COVID-19 related expenditures through December 1, 2020. The College submitted a reimbursement request for \$178,306.96, the funds were received in December 2020.

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 19, 2021

AGENDA ITEM 4A:

Awarding of a Posthumous Degree to Kimberly Cox

RECOMMENDATION:

It is recommended that the Board of Regents approve a request to the Oklahoma State Regents for Higher Education to award a posthumous degree to Kimberly Cox.

ANALYSIS:

- Institutions in the Oklahoma State System for Higher Education are authorized to confer posthumous degrees granted by the State Regents. Such degrees shall generally be unearned, nonacademic degrees recognizing the meritorious but incomplete earned work of a deceased student, generally a student who was deceased in the last semester of work. Requests to confer a posthumous degree must be made by the institution, approved by the governing board, and considered by the State Regents, on a case-by-case basis.
- Ms. Cox had earned a total of 72 credit hours from Oklahoma City Community College, with a 2.141 GPA.
- At the time of her death on January 13, 2021, Ms. Cox was within the last 7 credit hours of her final degree requirements at Oklahoma City Community College.
- On April 2, 2012, Oklahoma City Community College established Procedure No. 5078: Awarding a Posthumous Degree, as provided for by Oklahoma State Regents for Higher Education Policy and Procedures Manual 3.14.7.
- The awarding of a posthumous degree would be a way to honor this student and her family.
- Upon approval by the Oklahoma State Regents for Higher Education, the conferral of the posthumous degree will be noted in the commencement program, and a family member or friend may participate in the annual commencement exercise in honor of Ms. Cox. The diploma will be presented at the commencement ceremony,

Meeting of the
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AGENDA ITEM 4B:

Authorization for the Administration to Request Approval from the Oklahoma State Regents for Higher Education to Add New Academic Service Fees and Delete Existing Academic Service Fees for Fiscal Year 2022

RECOMMENDATION:

It is recommended that the Board of Regents authorize the Administration to Request approval from the Oklahoma State Regents for Higher Education to Add New Academic Service Fees and Delete Existing Academic Service Fees for Fiscal Year 2022 as set forth in the Schedule of Fees included in this Agenda Item.

ANALYSIS:

- Title 70, O. S. 2005 Supp., § 3218.10, authorizes governing boards of institutions within the State system to establish academic services fees at their respective institutions, with the approval of the State Regents, which may be required in addition to resident and non-resident tuition and mandatory fees.
- New Academic Service Fees proposed for Fiscal Year 2022 include a Digital Cinema Production Program Lab Fee an Emergency Medical Technician (EMT) Medical Equipment Fee and Lab Fee. The Clinical Scheduler/Skills Tracker Fee course has changed course numbers from EMS 1019 to EMS 1014.
- Deletion of existing Academic Service Fees proposed for Fiscal Year 2022 include the deletion of fees tied to courses that are no longer offered.
- These fees are set forth in the Schedule of Fees included in this Agenda Item.

Table 1		
Oklahoma City Community College		
Recommended NEW Academic Fees - Fiscal Year 2022		
OSCC's Academic Fees	Current Fee Charged	Proposed Fee Amount
Digital Cinema Production Program Lab Fee	Proposed New Fee - \$20.00 per credit hour	\$20.00
EMT Medical Equipment Fee - EMS 1014	Proposed New Fee - \$50.00 per course	\$50.00
EMT Clinical Scheduler/Skills Tracker Fee - EMS 1014	Proposed New Fee - \$63.00 per course	\$63.00
EMT Lab Fee - EMS 1014	Proposed New Fee - \$50.00 per course	\$50.00

Table 2		
Oklahoma City Community College		
Recommended Deletion of Existing Academic Fees - Fiscal Year 2022		
OSCC's Current Academic Fees	Current Fee Structure	Proposed Action
Film and Video Lab Fee	\$20.00 per credit hour	Delete Fee
EMT Medical Equipment Fee - EMS 1019	\$50.00 per course	Delete Fee
EMT Clinical Scheduler/Skills Tracker Fee - EMS 1019	\$63.00 per course	Delete Fee
EMT Lab Fee - EMS 1019	\$50.00 per course	Delete Fee

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
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AGENDA ITEM 4C:

Accepting the Internal Audit Report on Miscellaneous Encumbrance and Pre-Audit System (claims), Bursar Office, Billing/Assessment of Tuition and Fees, Clery Act/VAWA Compliance, follow-up on prior year audit findings.

RECOMMENDATION:

It is recommended that the Board of Regents accept the 2020-2021 Internal Audit Report on Miscellaneous Encumbrance and Pre-Audit System (claims), Bursar Office, Billing/Assessment of Tuition and Fees, Clery Act/VAWA Compliance, follow-up on prior year audit findings.

ANALYSIS:

- The Board of Regents established the Internal Audit plan of work for FY 2020-2021 to include four areas: Miscellaneous Encumbrance and Pre-Audit System (claims), Bursar Office, Billing/Assessment of Tuition and Fees, Clery Act/VAWA Compliance, follow-up on prior year audit findings.
- The draft Internal Audit Report was presented to and discussed by the Board Audit Committee on April 8, 2021.
- A copy of the Internal Audit Report is included with the agenda materials.

March 29, 2021

Board of Regents
Oklahoma City Community College
7777 South May Avenue
Oklahoma City, OK 73159

Re: Report on Internal Audit Type Monitoring Activities – OCCC

Members of the Board:

Oklahoma City Community College (OCCC) engaged Crawford and Associates, P. C. to provide certain professional services as identified in the Scope and Objectives of Our Services section below. This report describes the scope and objectives of our services, the specific procedures we performed, our findings and recommendations, and OCCC management's responses to our findings and recommendations.

Scope and Objectives of Our Services

The scope of our professional services was limited to performing certain consulting services designed to assist the OCCC Board in meeting its fiduciary responsibilities. These services were performed in accordance with the standards applicable to consulting engagements of the American Institute of Certified Public Accountants. With regards to this specific engagement, the scope of our services included certain internal audit type monitoring procedures in the following areas at OCCC:

- Miscellaneous Claims Encumbrance and Pre-Audit System
- Bursar Office
- Assessment & Billing of Tuition and Fees
- Clery Act
- Follow-up on Prior Year Recommendations

The objectives of our services in this engagement were to obtain information and review selected accounting records to determine whether any recommendations are warranted regarding the design of established internal control policies and procedures, and to report on the level of compliance with those policies and procedures as designed based on our test work.

Miscellaneous Claims Encumbrance and Pre-Audit System

Procedures Performed:

To accomplish the stated objectives, we performed the following procedures:

- Obtained and reviewed OCCC policies and procedures, and State laws and regulations regarding the Miscellaneous Claims Encumbrance and Pre-Audit System as established by the Oklahoma State Regents for Higher Education (OSRHE) and the Office of Management and Enterprise Services (OMES);
- Obtained and reviewed prior OMES Quality Control Compliance Review reports for claims processed by OCCC through the Miscellaneous Claims Encumbrance and Pre-Audit System; and

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Miscellaneous Claims Encumbrance and Pre-Audit System – continued

Procedures Performed – continued:

- Selected a random sample of claims processed by OCCC through the Miscellaneous Claims Encumbrance and Pre-Audit System for testing compliance with the established internal control policies and procedures and applicable State laws and regulations. Such testing was designed to meet the OMES Internal Audit Procedures Minimum Requirements.

We identified a population of 3,580 claims processed through the Miscellaneous Claims Encumbrance and Pre-Audit System for the audit scope period of January - December 2020. We randomly selected 60 claims to be tested. This represents one and two-thirds percent (1.68%) of the total claims processed by the College for the period.

Findings:

- All claims tested were properly approved with the mandatory certification statement.
- All claims tested had the warrant number properly recorded on the claim jacket.
- All claims tested were properly encumbered prior to the receipt of goods and/or services.
- All claims tested were agreed to a vendor invoice or other supporting documentation.
- All claims tested appeared to be for a public purpose.
- All claims tested had proper vendor identification information that agreed to vendor invoice.
- All claims tested contained documentation of proper receipt and evidence of payment approval.
- All claims tested were paid using the correct State account codes.
- All claims tested were properly calculated and agreed to supporting documentation.
- All claims tested were properly recorded in the appropriate fiscal year of expenditure.

Recommendation:

We have no recommendations at this time.

Bursar Office

Procedures Performed:

To accomplish the stated objectives, we performed the following procedures:

- Obtained and reviewed College policies and procedures regarding the Bursar Office.
- Conducted interviews with appropriate management and personnel to gain an understanding of and to document the internal controls surrounding the Bursar Office operations, specifically those controls and processes for cash-handling and daily deposits. We also reviewed the internal controls surrounding the reconciliation process of credit cards to the general ledger account, and of the general ledger account to the JPMorgan Chase Bank account, a process that involves both the Bursar Office and the Finance Office.
- Conducted a walkthrough of those processes, and evaluated the established internal controls as designed, noting any recommendations for strengthening those controls.

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Bursar Office – continued

Procedures Performed – continued:

- Selected a random sample of 30 daily deposits for the audit scope period of January – December 2020. For each daily deposit selected, we performed the following procedures:
 - Verified the deposit was supported by appropriate documentation (e.g., detail report of cash, checks, credit cards, and wire transfers).
 - Traced and agreed the deposit amount to the Colleague Sessions Daily Deposit Reconciliation (i.e., detailed revenue collection report) and the Colleague Bank Deposit Report (i.e., detailed revenue deposit report).
 - Traced and agreed the deposit amount to the JPMorgan Chase Bank daily activity statement to ensure agreement and timely deposit.
 - Traced and agreed the deposit amount to the Office of State Treasurer (OST) Monthly Agency Activity Statement to ensure agreement and timely posting.
 - Traced the daily deposit amount to the general ledger to ensure complete and accurate posting.

Findings:

- All daily deposits tested were properly supported with appropriate documentation, and agreed to the detailed revenue collection and deposit reports, the JPMorgan Chase Bank daily activity statement, the OST Monthly Agency Activity Statement, and properly posted to the general ledger.
- The internal controls surrounding the reconciliation process of credit cards to the general ledger account, and of the general ledger account to the JPMorgan Chase Bank account, a process that involves both the Bursar Office and the Finance Office, appear adequate and effective.

Recommendations:

We have no recommendations at this time.

Assessment & Billing of Tuition and Fees

Procedures Performed:

To accomplish the stated objectives, we performed the following procedures:

- Obtained and reviewed College policies and procedures regarding assessment and billing of tuition and fees.
- Conducted interviews with appropriate management and personnel to gain an understanding of and to document the existing internal controls surrounding the assessment and billing of tuition and fees, and noted any recommendations for strengthening those controls.

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Assessment & Billing of Tuition and Fees – continued

Procedures Performed – continued:

- Obtained and reviewed a schedule of tuition and fees approved by the Oklahoma State Regents for Higher Education (OSRHE) and compared all rates to the schedule of tuition and fees assessed by the College.
- Generated test enrollment transactions covering multiple scenarios to verify the accuracy and completeness of the assessment and billing of tuition and fees with College policies and procedures and OSRHE approved tuition and fee rates.

Findings:

- From our review of the existing internal controls surrounding the assessment and billing of tuition and fees, the College utilizes a test environment within its software to ensure the amounts are billing as intended. However, the test environment is not always updated and retested outside of the live environment should nominal changes to course offerings and/or fees be needed.
- At the time of internal audit testing, the website (occc.edu/bursar/tuition-fees.html) reflected that the International Student Status Maintenance Fee is applicable to each eight week course enrolled by an international student, however this fee is only applicable once per eight week term and not per course. It should be noted that this fee appeared to be calculating correctly when it was tested.

Recommendations:

1. We recommend College management develop and implement policy and procedures to require that any changes made to tuition, fees, or course offerings be made, tested, and approved in the test environment, whenever feasible, prior to being applied to the live environment for course enrollments. Furthermore, we also recommend that said policy and procedures require that documentation to support routine test enrollment transactions of any updated tuition and fee amounts be retained to ensure accuracy and completeness and addresses specifically what types of changes can be made to the live system without needing to be tested first in the test environment.
2. We recommend College management review and update the tuition and fees portion of the website annually to ensure that all information is reflected accurately.

College Management Responses

1. The College uses the test environment for new patches and changes to programming, before it rolls out those updates to the live environment. It takes approximately a week to update/refresh the test environment, and is only updated a few times throughout the year. In between updates, miscellaneous data is input into the test environment for testing of various procedures/programming updates campus wide. It is not meant to mirror the live environment, unless it had just been refreshed.

A new reporting process has been programmed so the Bursar, or any Administrative Assistant, can run a report on built courses per section and by term. This report will list additional academic service fees applied to specific courses, and we will use this report to determine accuracy when new course sections are added to the live enrollment environment. This report will be run monthly by the Bursar and reviewed for any additions to course sections for active and future terms.

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Assessment & Billing of Tuition and Fees – continued

College Management Responses – continued

2. The Bursar Office will review and update the tuition and fees portion of the website each semester to ensure all information is reflected accurately.

Clery Act Compliance

Procedures Performed:

To accomplish the stated objectives, we performed the following procedures:

- Obtained and reviewed the College's most recently submitted Annual Security and Fire Safety Report (the Annual Report) to ensure the required elements were reported as required by *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)*, *The Clery Act Appendix for the FSA Handbook* published by the U.S. Department of Education and Title 34 CFR 668.46.
- We also conducted interviews with College staff responsible for preparing the Annual Report to determine if procedures were in place for the annual reporting process. As applicable, we also requested supporting documentation to help further substantiate compliance.

Findings:

Based upon our review of the Annual Security and Fire Safety Report and discussions with College management and personnel responsible for the report, it appears that the College's Annual Report meets all of the required elements. However, it was noted that the Annual Report was provided to all College employees, but not to the students prior to the December 31, 2020 deadline, which had been extended from October 31st this year due to the COVID-19 pandemic.

Recommendations:

We recommend that College staff responsible for the Annual Security and Fire Safety Report ensure that the Annual Report be provided to both employees and students timely in accordance with the annual deadline.

College Management Response:

A checklist for the publication and notification of the Annual Security and Fire Safety Report has been established to provide guidance and oversight in future. The OCCC Police Department will send the notification of availability for the Annual Security and Fire Safety Report to "All Employees" and "All Current Students" email distribution lists on or before September 30th annually to meet the regularly scheduled October 1st Department of Education deadline. Additionally, a printed copy of the notification email will be maintained with Clery Compliance documents. The ASR will continue to be posted electronically to the Oklahoma City Community College website and printed copies made available upon request at the OCCC Police Department.

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Follow-up on Prior Year Recommendations

- Human Resources/Employment Services and Payroll: Based on our follow-up procedures, it appears our recommendations regarding proper input of W-4 information and secondary level of review for vacation leave payouts have been implemented.
- Community Development: Based on our follow-up procedures, it appears our recommendation regarding developing procedures regarding the transfer of cash to require counting of the cash in the presence of both the delivering and receiving individuals has been implemented.



We would like to express our appreciation for all the courtesy and assistance we received from staff during our work at the College and hope that this report will be of benefit to OCCC.

Crawford & Associates, P.C.

Crawford & Associates, P.C.



**Monitoring Report on Achieving the
College's ENDS:
Community Enrichment
April 19, 2021**



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Background

The College's Community Enrichment END states: **Our community's quality of life is enriched through our educational, artistic, and recreational programs and events.**

There are three core indicators used to measure Community Enrichment in OCCC's FY 2020 Annual Plan. Based on the latest available information, performance on the targets is as follows:

<u>Target</u>	<u>Performance</u> ¹
At least 60% of ABE/HSE/ESL students who complete 12 hours or more of instruction will post-test. 42% post-tested.	
At least 40% of the ABE/HSE/ESL students will achieve a gain of one educational level in FY 2019. 62% made a gain of at least one level on the post-test.	
The OCCC Capitol Hill Center's noncredit enrollment will increase over the prior three-year average. The OCCC Capitol Hill Center's noncredit enrollment (396) was 77.2% below the three-year average of 1,743.	
A minimum of four sponsored or hosted events will be accessible to the community. There were 44 sponsored or hosted events in FY 2020.	

- During the most recent year, OCCC has experienced progress in the following:
 - Upon post-testing, a higher percentage of ABE/HSE/ESL students gained at least one educational functioning level.
- Opportunities for improvement:
 - Adult Basic Education, High School Equivalency, and English as a Second Language will continue to be monitored as changes occur in programs and related assessments.
 - OCCC Capitol Hill Center's noncredit courses will be monitored.

¹ Performance indicators are as follows: • (green) denotes at or exceeding target, • (yellow) denotes slightly below target requiring monitoring, • (red) denotes significantly below target



ABE/HSE/ESL

Targets: At least 60% of students will have post-tested. Of those who test, 40% will have made a gain of at least one educational level.

	FY 2020		
	Total Number	Completed post-test	Percent
Total number enrolled post-tested	1905	802	42.1%

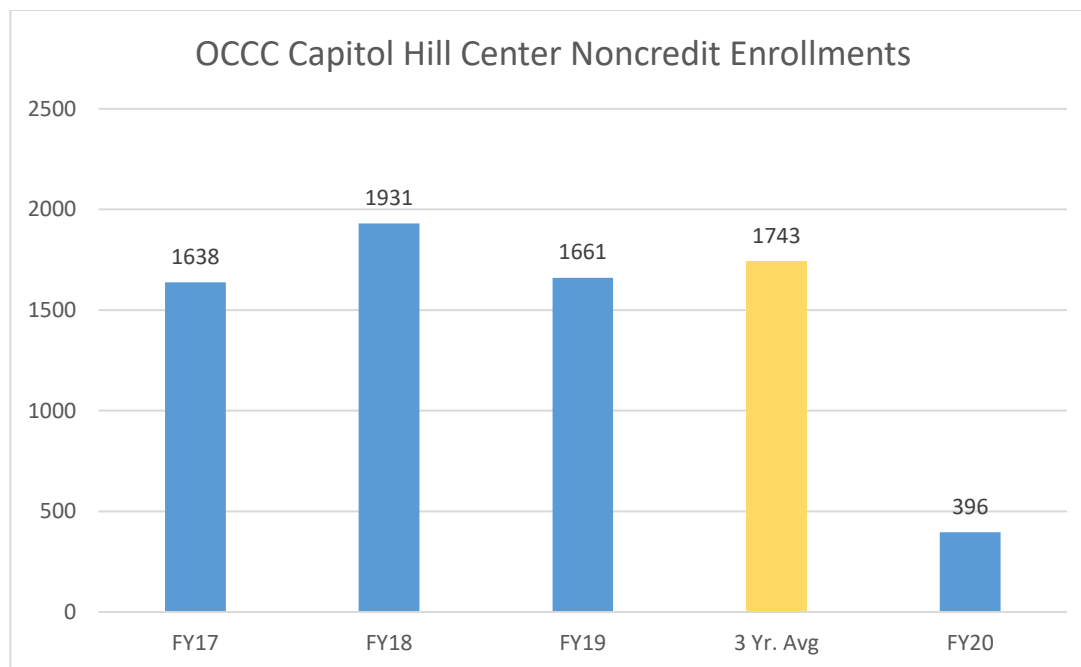
	Total Number	Achieved gain	Percent
Number taking the post-test that achieved a gain of at least one educational level	802	500	62.3%

Sources: Oklahoma State Department of Education and Diploma Sender

Testing centers and Adult Learning Center labs closed for a portion of FY20 in accordance with recommended actions in addressing the COVID-19 pandemic.

OCCC Capitol Hill Center

Target: Noncredit Enrollments will be above the prior three-year average of 1,743 at the OCCC Capitol Hill Center.



The number of student enrollments at the OCCC Capitol Hill Center declined 77.2% from the three-year average. Specific Capitol Hill Center programs are listed on page 9 in the appendices.

Source: Office of Community Outreach and Education and OCCC Capitol Hill Center



Events

Target: A minimum of four sponsored or hosted events will be accessible to the community.

A total of 22 events were managed and presented by the OCCC Cultural Programs Department in FY 2020. An additional 47 events (college-supported community events, college events, and rentals) were administered by or received technical support from the Cultural Programs Department. Of the total number of events (69), there were 44 that were sponsored or hosted by OCCC in FY 2020. These events took place in either the Visual and Performing Arts Center Theater, the Sarkeys Foundation Atrium, the Inasmuch Foundation Gallery, or the Bruce Owen Theater. A total of 28,869 guests and participants were served by these events. A total of 34 events had to be **cancelled due to COVID-19**, all during the last quarter of FY20, which is typically the busiest every year. Details of these activities may be found in the appendices (pages 10-17).



Continuous Improvement Efforts

Community Outreach and Education (COE) and Capitol Hill Center (CHC)

Prior to the school closure in March 2020, a majority of COE and CHC programming occurred onsite in face-to-face classroom settings. Although the campus closure was a considerable challenge, COE and the CHC were able to transition many of their programs to a virtual learning platform while maintaining online, asynchronous learning tools that were already in use. Teachers and students alike were introduced to Zoom via several training sessions and transitioned successfully to virtual learning.

COE and CHC will continue to offer virtual learning opportunities in our future programming. Virtual learning has proven advantageous in several of our youth programs (ACT workshops), adult enrichment programs, and adult literacy programs.


COE and CHC will continue to provide opportunities to enhance the digital literacy of our participants utilizing classes, workshops, computer labs, and “help lab” hours



APPENDICES

OCCC Capitol Hill Center Programs


	FY 2017	FY 2018	FY 2019	3-Yr Avg	FY 2020
1. ACT Workshop	68	71	0	46	0
2. ACT Test Prep	68	0	48	39	27
3. Beginning Korean*					25
4. Intermediate Korean*					20
5. Citizenship	25	32	0	19	
6. College For Kids (CFK)	759	1096	1064	973	0
7. CFK HS (Y-ESL)	0	13	6	6	0
8. CFK Afterschool (CAST)	62	45	30	46	14
9. English Language Introduction*					9
10. Essential English 1					42
11. Essential English 2*					32
12. ServSafe*					27
13. Skills for Success 1					37
14. Skills for Success 2*					26
15. Six Weeks Program	39	27	44	37	
16. Computer English	37	59	58	51	13
17. Computer Spanish 1	32	26	58	39	17
18. Computer Spanish 2*					8
19. Computer Korean	12	27	30	23	4
20. Financial Literacy	0	0	0	0	0
21. ESL	229	301	134	221	26
22. ELL	307	234	189	243	69
TOTAL	1638	1931	1661	1743	396

- 
- **College for Kids (#6)** shows zero enrollments because the summer camp was cancelled in response to COVID-19. This event has historically recorded the largest enrollment numbers for the CHC.
 - The decline in the **ESL (#21), and ELL (#22)** classes can be attributed to changes in offerings at the CHC due to changes in initiatives for COE grant-funded programming.
 - New classes (denoted by *) have been introduced at the CHC to offer skill development for personal/professional enrichment, language literacy, and/or workforce and continuing education preparation.
 - The CHC had 8,905 visitors to the center in FY20, this was attributed, but not limited, to:
 - Participating/hosting Special Community Events (Haunt the Hill, Holiday on the Hill, book signing and musical events)
 - Hosting of group meetings (LULAC student group, OKCPS, OCCC Alumni, Fiestas de las Americas committee, etc)
 - Students
 - Walk-ins

OCCC Sponsored or Hosted Community Events

	START DATE	END DATE	ATTENDANCE
Don Nevard Photo Show	08/12/2019	10/26/2019	575
Student Capstone Exhibit	11/04/2019	12/06/2019	225
Sharon Burris Art Exhibit	12/15/2019	01/26/2020	400
OCCC Faculty Exhibit	02/02/2020	03/10/2020	450
TOTAL IN ATTENDANCE (ESTIMATED)			1,650

PUBLIC EVENTS - Division of Arts, English, & Humanities	DATE	ATTENDANCE
Jazz 1	10/29/2019	86
OCCC Theater - Seagull	11/07/2019	156
Jazz 2	11/26/2019	136
Jazz 3	02/20/2020	120
TOTAL IN ATTENDANCE		498



PUBLIC EVENTS - National Theatre Live Stratford Festival on Film	DATE	ATTENDANCE
Kinky Boots	08/18/2019	74
National Theatre Live - Antony & Cleopatra	09/08/2019	27
National Theatre Live - All About Eve	10/06/2019	17
National Theatre Live - Small Island	11/10/2019	12
Gauguin in Tahiti	11/12/2019	22
Stratford Festival on Film - The Tempest	12/01/2019	35
National Theatre Live - All My Sons	01/19/2020	129
National Theatre Live - The Lehman Trilogy	02/02/2020	71
TOTAL IN ATTENDANCE		387

PUBLIC EVENTS - Performing Arts Series	DATE	ATTENDANCE
The 3 Redneck Tenors	09/19/2019	315
Bandstand	10/25/2019	1,173
Black Violin - Impossible Tour	11/14/2019	823
Windham Hill Winter Solstice 30th Anniversary	12/17/2019	553
Farewell Angelina	01/21/2020	418
The Choir of Man	02/10/2020	707
Tom Paxton and the DonJuans	03/10/2020	242
TOTAL IN ATTENDANCE		4,231




PUBLIC EVENTS - Cultural Arts Series	DATE	ATTENDANCE
The Capitol Steps	08/24/2019	546
Michael McHale	10/10/2019	170
Pablo Sainz Villegas	10/15/2019	134
TOTAL IN ATTENDANCE		850

EVENTS - Office of the President	DATE	ATTENDANCE
Leadership Reception	09/16/2019	46
Arnall Foundation Event	11/18/2019	65
President's Holiday Reception	12/02/2019	70
TOTAL IN ATTENDANCE		181




EVENTS - College Other	DATE	ATTENDANCE
Pathways Welcome Back & House Selection	08/05/2019	190
General Faculty and Professional Staff Meeting	08/12/2019	171
Reception for New Full-Time Faculty	08/12/2019	35
General Faculty and Professional Staff Meeting	08/15/2019	146
FBI Campus Safety Symposium	10/09/2019	220
BADNAP Pinning	10/11/2019	350
OCCC Scholarship Luncheon	10/24/2019	125
Counselor Workshop	10/25/2019	60
Naturalization Ceremony	11/08/2019	176
Veterans Day Ceremony and Reception	11/11/2019	300
OKC Jazz Orcherta	11/11/2019	124
U.S. Army Jazz Ambassadors - The Greatest Generation	11/17/2019	329
Distinguished Service Award for Higher Education	11/21/2019	47
Pathways Band and Choir Winter Concert	12/03/2019	75
OTA Pinning	12/07/2019	142
Paramedic Pinning	12/10/2019	92
Nurses Pinning	12/12/2019	1,480
General Faculty and Professional Staff Meeting	01/13/2020	185
General Faculty and Professional Staff Meeting	01/16/2020	185
TOTAL IN ATTENDANCE		4,432



EVENTS - Rentals	DATE	ATTENDANCE
Banjo Fest 2019	09/07/2019	545
AAA Travel Onstage Alaska	09/26/2019	52
NextGen TALKS Oklahoma	10/04/2019	173
A New World: Intimate Music from FINAL FANTASY	10/05/2019	443
Chamber Theatre	10/07/2019	773
Oklahoma Shakespeare in the Park	10/08/2019	557
Oklahoma Youth Orchestra	10/12/2019	350
Diwali Night	11/02/2019	500
Oklahoma Accountancy Board Ceremony	11/16/2019	375
A Historic Evening with Eva Schloss	11/21/2019	978
OBN Awards Ceremony & Luncheon	12/06/2019	160
RACE's Hip Hop Nutcracker	12/06/2019	1,151
Cleo Parker Residency	01/28/2020	20
StarQuest International Dance Competition	02/07/2020	3,100
Sugar Free Allstars with the Oklahoma Community Orchestra	02/16/2020	276
Ailey II Dance	02/17/2020	433
Triumph National Talent Dance Competition	02/21/2020	1,750
OK Shakespeare - Romeo & Juliet - Student Performance	02/26/2020	188
Jeanne Robertson	02/29/2020	1,656
Celebrity Dance Competition	03/06/2020	3,100
Oklahoma's 5th Congressional District GOP Debate	06/18/2020	60
TOTAL IN ATTENDANCE		16,640
TOTAL SERVED		28,869



EVENTS - Cancelled due to COVID	DATE
OPS - Link Up	03/25/2020
Odyssey Dance Competition (3 Days)	03/27/2020
OCCC Faculty Recital	03/31/2020
Student Capstone Exhibit (28 Days)	04/03/2020
Mark of Excellence National Talent (3 Days)	04/03/2020
Spring Preview Day	04/04/2020
Cleo Parker Robinson Dance	04/09/2020
Oklahoma City University Orchestra	04/16/2020
Dance Effect (3 Days)	04/17/2020
Oklahoma Telugu Sangham Cultural Event	04/18/2020
Student Capstone Exhibit (3 Performances)	04/21/2020
Reflections of the Holocaust Through Music	04/23/2020
Jazz 4	04/28/2020
TRIO SSS Student Celebration	04/30/2020
Student Awards Ceremony	05/01/2020
The Fabulous Equinox Orchestra	05/02/2020
Oklahoma Youth Orchestra	05/03/2020
Mariachi Divas de Cindy Shea	05/05/2020
ESL Graduation	05/14/2020
Nurses Pinning	05/14/2020
ASTEC Charter School Graduation	05/15/2020
The Pointe Dance Recital	05/16/2020
TRIO Upward Bound Graduation Ceremony	05/18/2020
Dove Science Academy Graduation	05/19/2020



Yvonne Chouteau School Spring Performance (2 Days)	05/20/2020
Mount St Mary High School Graduation	05/22/2020
Modern Dance Arts (5 Days)	05/26/2020
Bollywood Singing Performance	05/29/2020
Synergy Performing Arts Competition	05/31/2020
Massay Dance Video	06/04/2020
Graham Traditions Encore Dance Centre (2 Days)	06/05/2020
OU College of Pharmacy Graduation	06/13/2020
HSE/GED Graduation	06/19/2020
Pathways Graduation	06/26/2020
TOTAL EVENTS CANCELLED	34

Meeting of the
OKLAHOMA CITY COMMUNITY COLLEGE BOARD OF REGENTS
April 19, 2021

AGENDA ITEM 6A:

Human Resources Informational Report on Diversity at Oklahoma City Community College

Human Resources Diversity and Inclusion Overview

- OCCC's workforce is increasingly diverse.
- Although we have seen an increase in minority representation over time, we aspire to continue to increase the diversity of our faculty and staff to more closely mirror the diversity of our student population.
- We will continue to work with Academic Affairs and our hiring committees to work toward increasing the diversity of our faculty and all other employee categories.
- OCCC will continue to demonstrate our commitment to diversity, equity, and inclusion for our faculty, staff, and students.



Human Resources Informational Report

Board of Regents | April 19, 2021

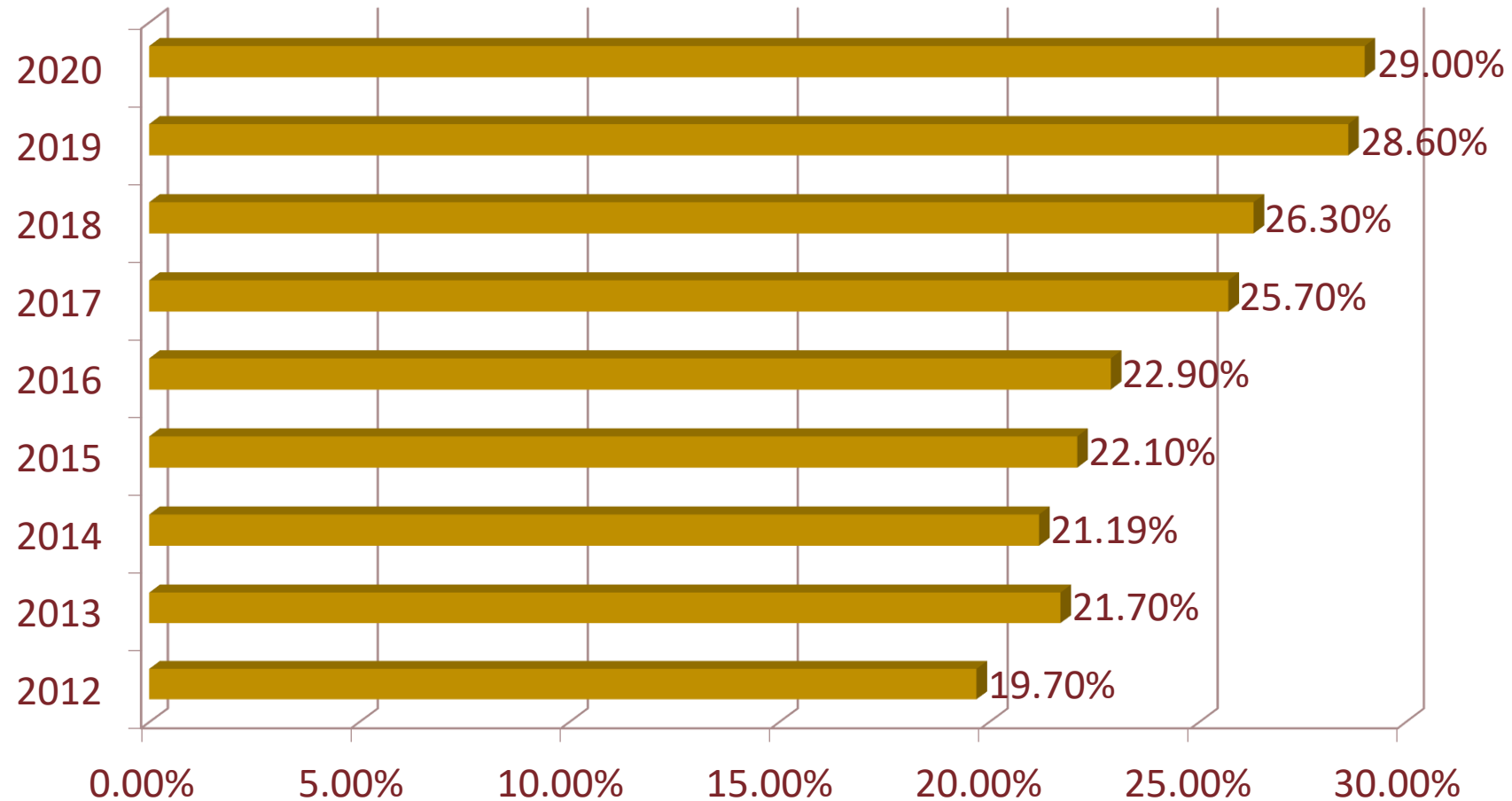
Dr. Regina Switzer
Vice President for Human Resources

Based on October 1, 2020 data, OCCC workforce consisted of:

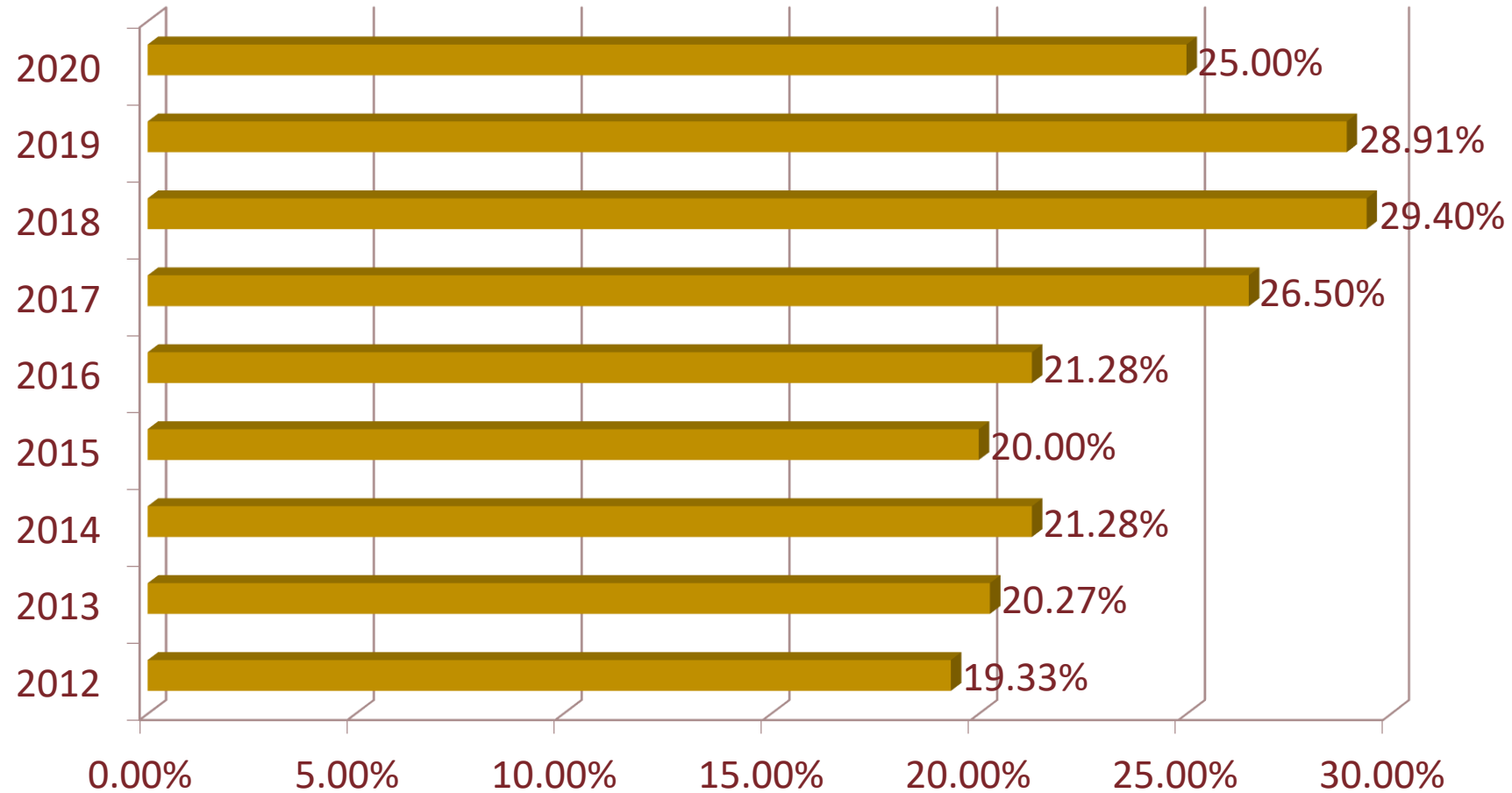
- Full-time employees: 426
 - Staff- 330
 - Faculty- 116
- Adjunct Faculty: 534



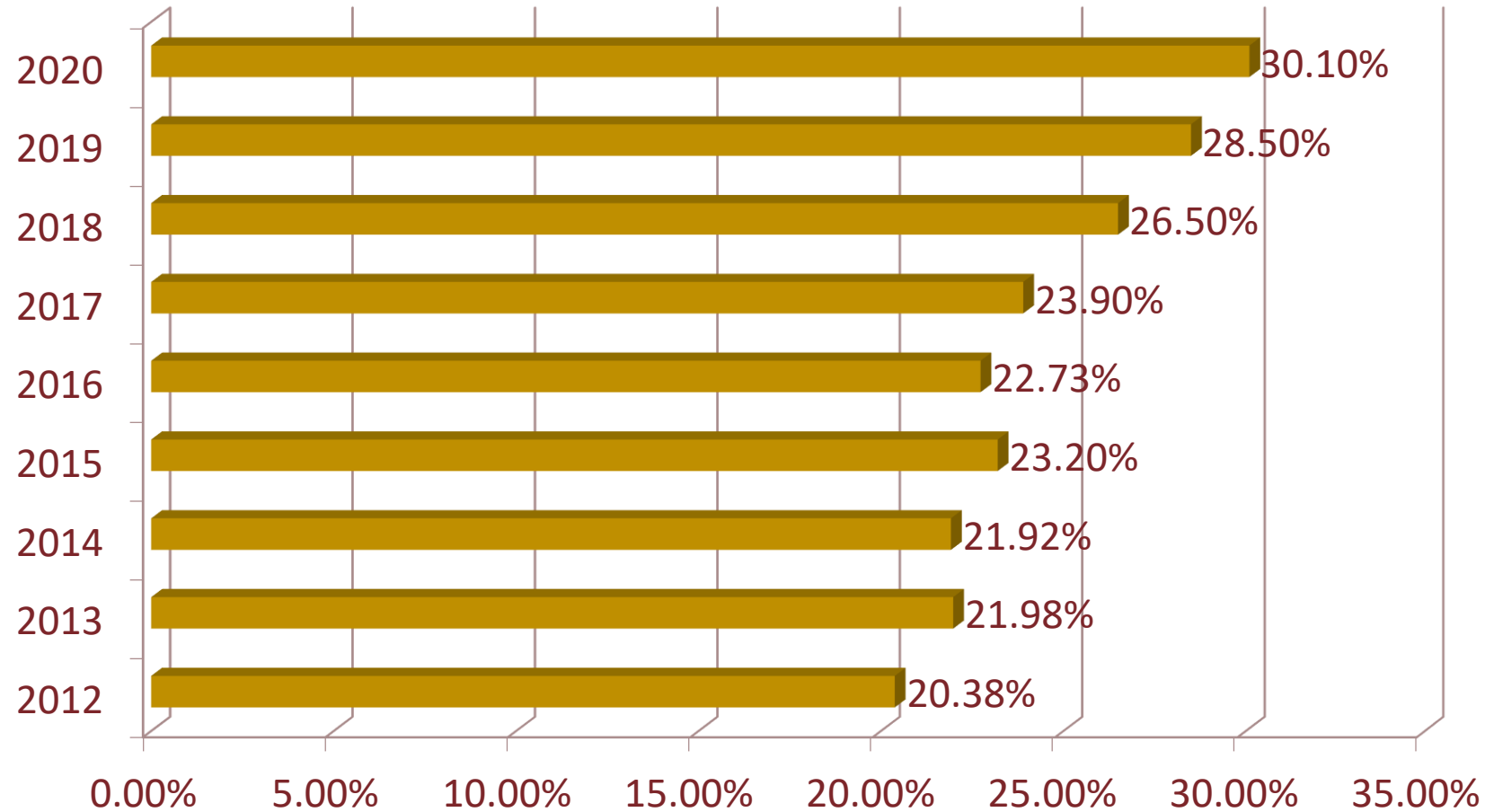
Minorities as a Percentage of the College's Workforce



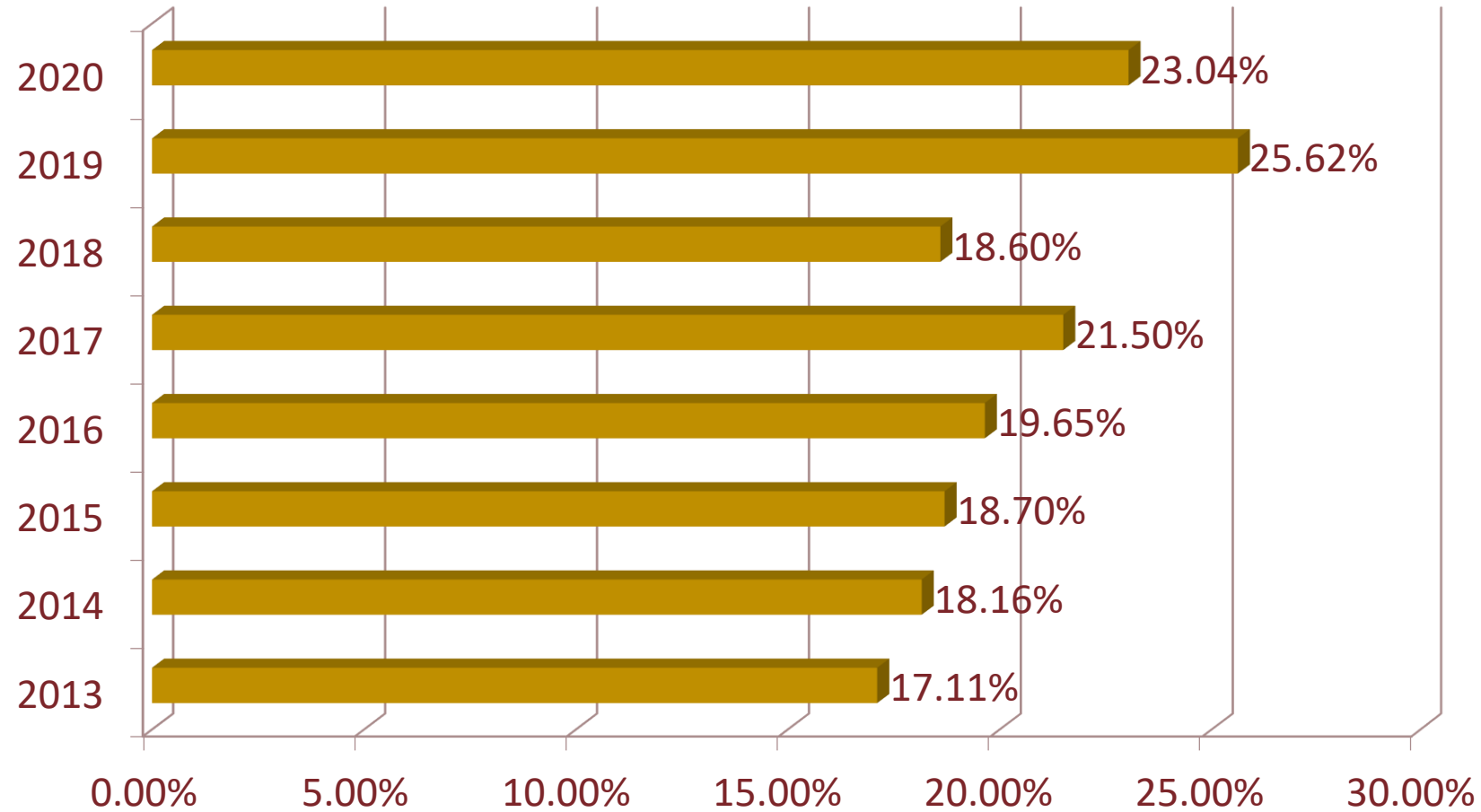
Minorities as a Percentage of Full-time Faculty



Minorities as a Percentage of the Full and Part-time Staff



Minorities as a Percentage of Adjunct Faculty





- Job postings reviewed to ensure possibility of a diverse pool
- Search committees structured to enhance diversity
- Postings targeted to Diversity promoting sites to maximize pool diversity
- Job fairs
- Job postings available on OCCC Website
- Hiring policies/procedures designed to reduce bias

Questions?



Questions?

Please email Regina Switzer, Vice
President for Human Resources,
with any questions.

rswitzer@occc.edu

405-682-7890

Thank you.



OKLAHOMA CITY COMMUNITY COLLEGE

Capital Projects FY 21 Report

Board of Regents | April 19, 2021

Mr. Chris Snow
Executive Director of Facilities Management





Capital Projects FY 2021

Board Approved Projects

Project	Amount	Funding Source	Contractor	Status	Year	Board Approval
MB Central Plant Deferred Maintenance Project	\$ 1,784,300.00	Fund 295/College	Saker Mechanical	Fall 2022	FY21	November 13,2020
College Union Roof Replacement Project	\$ 340,255.48	Fund 295/College	Oklahoma Roofing & Sheet Metal, LLC	Fall 2022	FY21	January 25,2021
Arts, English, and Humanities Elevator Modernization	\$ 167,861.00	Fund 295/College	Thyssen Krupp Elevator	Summer 2021	FY21	January 25,2021
Administrative Office Constrecton Project	\$ 67,777.00	Fund 295/College	Centennial Contractors Enterprises, Inc.	Summer 2021	FY21	January 25,2021
Health Professions Center Expantion Project	\$ 250,277.00	Fund 295/College	Centennial Contractors Enterprises, Inc.	Summer 2021	FY21	February 2,2021

Total Board Approved **\$2,610,470.48**

Presidential Approved Projects

Project	Amount	Funding Source	Contractor	Status	Year	
Detention Pond Walking Trail Exercise Project	\$ 40,828.75	Student Affairs Funds	Cunningham Recreation	Summer 2021	FY21	
Bursar's Office Project	\$ 36,029.55	Fund 295/College	In-house project	Spring 2021	FY21	
Bruce Owen Theater Electrical System Project	\$ 4,666.00	FM E&G Funds	In-house project	Spring 2021	FY21	
Human Relations Breakroom Project	\$ 1,758.00	FM E&G Funds	In-house project	Complete	FY21	
Anesthesia Relocation Project	\$ 37,215.84	Fund 295/College	In-house project	Summer 2021	FY21	

Total Presidential Approved **\$120,498.14**

Total Current Construction Cost **\$2,730,968.62**



Central Plant Renovation Project



Total Cost \$1,784,300.00



College Union Roof Replacement Project



Total Cost \$340,255.48



Arts, English and Humanities Elevator Modernization



Total Cost \$167,861.00



Administrative Office Construction Project



Total Cost \$67,777.00



Health Professions Center Expansion



Total Cost \$250,277.00



Detention Pond Walking Trail Exercise Equipment Project



Total Cost \$40,828.75



Bursar's Office Project



Total Cost \$36,029.55



Bruce Owen Theater Electrical System Upgrade



Total Cost \$4,666.00



Human Relations Breakroom Project



Total Cost \$1,758.00



Anesthesia Technology Relocation Project



Total Cost \$37,215.84



Questions

Item	Quantity	Price Each	Total Cost	Provider
Hill-Rom P1600 Advanta Hospital Bed	7	\$ 1,700.00	\$ 11,900.00	Gumbo Medical
Shipping	1	\$ 2,345.00	\$ 2,345.00	Gumbo Medical
Nursing Anne Simulator	3	\$ 18,500.00	\$ 55,500.00	Laerdal
Nursing Anne Simulator-D	3	\$ 18,500.00	\$ 55,500.00	Laerdal
SimPad Plus Only (US)	6	\$ 763.00	\$ 4,578.00	Laerdal
LLEAP for SimPad PLUS	6	\$ 2,757.00	\$ 16,542.00	Laerdal
SimPad Headset and Microphone	6	\$ 56.20	\$ 337.20	Laerdal
Male Genitalia Kit - Dark	3	\$ 455.00	\$ 1,365.00	Laerdal
Male Genitalia (M)	3	\$ 468.65	\$ 1,405.95	Laerdal
Nursing Anne Simulator Installation	2	\$ 1,994.00	\$ 3,988.00	Laerdal
Shipping	1	\$ 550.00	\$ 550.00	Laerdal
Power-PRO XT	1	\$ 13,269.60	\$ 13,269.60	Stryker
XPS Option	1	\$ 1,669.72	\$ 1,669.72	Stryker
Retractable Head Section 02	1	\$ 153.52	\$ 153.52	Stryker
3 Stage IV Pole PR Option	1	\$ 288.04	\$ 288.04	Stryker
Head End Storage Flat	1	\$ 116.28	\$ 116.28	Stryker
Equipment Hook	1	\$ 44.08	\$ 44.08	Stryker
Equipment Trade In	1	\$ (500.00)	\$ (500.00)	Stryker
Type I Ambulance Simulator	1	\$ 27,500.00	\$ 27,500.00	Rescue Simulation Products
Delivery Adjustment Fee	1	\$ 2,500.00	\$ 2,500.00	Rescue Simulation Products
Akro Bin Storage Containers	n/a	\$ 350.00	\$ 350.00	Rescue Simulation Products
Vacuum Pump for Simulated Suction	1	\$ 375.00	\$ 375.00	Rescue Simulation Products
Air Compressor for Simulated Oxygen	1	\$ 250.00	\$ 250.00	Rescue Simulation Products
15 LPM Ohemda Oxygen Flowmeter	1	\$ 100.00	\$ 100.00	Rescue Simulation Products
Additional Overhead IV Hanger	1	\$ 100.00	\$ 100.00	Rescue Simulation Products
Headwall Private Functional Vertical Package w/ Accessories	8	\$ 2,870.67	\$ 22,965.36	Pocket Nurse
Shipping	1	\$ 473.04	\$ 473.04	Pocket Nurse
Flip & Store Blow-Molded Nesting Table	75	\$ 179.89	\$ 13,491.75	School Outfitters
Pack of 28 Heavy-Duty Plastic Stacking Chairs w/ Dolly	6	\$ 1,480.66	\$ 8,883.96	School Outfitters
Shipping	1	\$ 2,294.95	\$ 2,294.95	School Outfitters
Flat Panel Monitors	2	\$ -	\$ -	Utilize Surplus
Technology - EVP Area and Conference Room	3	\$ 7,600.00	\$ 22,800.00	IITS - Three rooms: Remote monitoring equipment, wireless microphone, PTZ camera and control equipment
Technology - TRIO/Bursar Area	15	\$ 2,860.00	\$ 42,900.00	IITS - 15 beds: two computers, mounts and monitors per bed
FF&E TOTAL			\$ 314,036.45	
FF&E 10% Contingency Fund			\$ 31,403.65	
FF&E TOTAL With 10% Contingency			\$ 345,440.10	

Area/Room	Item	Quantity	Price Each	Total Cost	Provider	Status
Anesthesia Sim Room	Advance Digital Ultrasound Machine	1	\$ 7,500.00	\$ 7,500.00	PCB, Holdings	n/a
Gas Tank Room	1/20 HP ACV Shutter Mount Exhaust Fan	1	\$ 258.64	\$ 258.64	Grainger	n/a
Gas Tank Room	Vacuum Pump with Compressor	1	\$ 8,690.00	\$ 8,690.00	Compressor World	n/a
Gas Tank Room	DISS Oxygen Outlets	4	\$ 90.85	\$ 363.40	Tri-Tech Medical	n/a
Gas Tank Room	DISS Nitrogen Outlet	2	\$ 90.85	\$ 181.70	Tri-Tech Medical	n/a
Gas Tank Room	DISS Carbon Dioxide Outlet	2	\$ 90.85	\$ 181.70	Tri-Tech Medical	n/a
Gas Tank Room	DISS Vacuum Outlets (two of which are AGES/WAGD)	4	\$ 90.85	\$ 363.40	Tri-Tech Medical	n/a
Gas Tank Room	DISS Medical Air Outlets	2	\$ 90.85	\$ 181.70	Tri-Tech Medical	n/a
Main Open Space	Learning Space Essentials ONE Box	2	\$ 13,052.10	\$ 26,104.20	CAE	n/a
Main Open Space	Additional Microphone Kit	1	\$ 1,017.36	\$ 1,017.36	CAE	n/a
Main Open Space	Additional Microphone	1	\$ 260.28	\$ 260.28	CAE	n/a
Main Open Space	Track Curtains	2	\$ 100.00	\$ 200.00	MedoMed.com	n/a
Main Open Space	Ceiling Track Sets (Guides)	2	\$ 84.99	\$ 169.98	Room Dividers Now 6-12 ft	n/a
Main Open Space	Flip & Store Blow-Molded Nesting Table	10	\$ 405.43	\$ 4,054.30	School Outfitters	See HPC Expansion FF&E/Costs & Quote
Main Open Space	Heavy Duty Plastic Stacking Chairs w/ Universal Dolly (pack of 28)	1	\$ 2,385.77	\$ 2,385.77	ULINE	See HPC Expansion FF&E/Costs & Quote
Main Open Space	Projector	1	\$ -	\$ -	ITS	ITS to provide
Main Open Space/Operating Room 2	Digital PTZ HD Camera	1	\$ 1,017.36	\$ 1,017.36	CAE	n/a
Main Open Space/Operating Room 2	Optical PTZ HD Camera	4	\$ 1,809.51	\$ 7,238.04	CAE	n/a
n/a	Signage Allowance	1	\$ 1,000.00	\$ 1,000.00	Signafama	n/a
n/a	LearningSpace Project Management and Installation Services	2	\$ 4,993.60	\$ 9,987.20	CAE	n/a
n/a	System Installation for CAE Order	1	\$ 3,494.40	\$ 3,494.40	CAE	n/a
n/a	Core On-Site Education Course for One Simulator	1	\$ 3,990.27	\$ 3,990.27	CAE	n/a
n/a	Shipping and Handling for CAE Order	1	\$ 1,317.89	\$ 1,317.89	CAE	n/a
n/a	LearningSpace Matrix Assurance	1	\$ -	\$ -	CAE	n/a
n/a	Premier Assurance for Apollo Pre-Hospital	1	\$ 2,206.72	\$ 2,206.72	CAE	n/a
Office	Lenovo PC	1	\$ -	\$ -	CAE	n/a
Office	All-in-One Computer For Patient Monitor	1	\$ -	\$ -	CAE	n/a
Operating Room 1	CAE iMac Desktop	1	\$ 3,166.07	\$ 3,166.07	CAE	n/a
Operating Room 1	Instructor's Wireless Remote Computer	1	\$ 7,503.76	\$ 7,503.76	CAE	n/a
Operating Room 1 and 2	Monitor Cables Philips to CAE	1	\$ 500.00	\$ 500.00	Estimate (online purchase)	https://www.cablesandconnectors.com/
Operating Room 2	AMSCO Quantum 3080 RI Surgical Table	1	\$ 7,995.00	\$ 7,995.00	Heartland Medical Sales & Service	Possible Grant Funding
Operating Room 2	Compact Surgical Light	2	\$ 2,399.00	\$ 4,798.00	PCB, Holdings	Possible Grant Funding
Operating Room 2	Refurbished Drager Sevo Vaporizer	1	\$ 2,100.00	\$ 2,100.00	PCB, Holdings	Already Owned??
Operating Room 2	Apollo PII Medium	1	\$ 49,041.72	\$ 49,041.72	CAE	n/a
Operating Room 2	Bair Hugger	1	\$ 3,350.00	\$ 3,350.00	PCB, Holdings	n/a
Operating Room 2	Level 1 Hotline Blood and IV Fluid Warming Set	1	\$ 935.00	\$ 935.00	Melder Supply	https://www.medexsupply.com/iv-administration-iv-admin-supplies-iv-administration-sets-level-1-hotline-blood-and-iv-fluid-warming-set-without-injection-port-30-cs-p-53081.html?aid=53081
Operating Room 2	Armstrong Anesthesia Cart	1	\$ 500.00	\$ 500.00	Armstrong Medical	n/a
Operating Room 2	Belmont Rapid Infuser	1	\$ 1,200.00	\$ 1,200.00	PCB, Holdings	n/a
Operating Room 2	LearningSpace Essentials One+Connect	1	\$ -	\$ -	CAE	n/a
Operating Room 2	LearningSpace Essentials Connect Server	1	\$ 16,316.48	\$ 16,316.48	CAE	n/a
Operating Room 2	Datex-Ohmeda E-cGAO Gas Analyzer	1	\$ 2,345.00	\$ 2,345.00	Avante Health Solutions	n/a
Operating Room 2, Anesthesia Sim Room	Mayo Stand	2	\$ 250.00	\$ 500.00	Pocket Nursing	n/a
Operating Rooms 1 and 2	Operating Hoist	10	\$ 160.00	\$ 1,600.00	Tri-Tech Medical	n/a
Sim Area	TAP Block Ultrasound Training Model	1	\$ 4,049.00	\$ 4,049.00	CAE	https://www.bluephantom.com/product/TAP-Block-Ultrasound-Training-Model.aspx?td=394 Possible Grant Funding
Sim Area	Sciatic Nerve Regional Anesthesia Ultrasound Training Model	1	\$ 4,499.00	\$ 4,499.00	CAE	https://www.bluephantom.com/product/Sciatic-Nerve-Regional-Anesthesia-Ultrasound-Training-Model.aspx?td=394
Work/Scrub Room	Sink Drain Pump System	1	\$ 418.20	\$ 418.20	Grainger	n/a
Work/Scrub Room	Columbia Sink - Model 549S	1	\$ 2,855.38	\$ 2,855.38	Amazon	n/a
Work/Scrub Room	Storage Racks	5	\$ -	\$ -	n/a	Currently have five - will not need additional
Work/Scrub Room	C-Lockers	1	\$ -	\$ -	n/a	Currently have lockers
TOTAL				\$ 191,836.92		
10% COST CONTINGENCY				\$ 19,183.69		
TOTAL WITH 10% COST CONTINGENCY				\$ 211,020.61		



OKLAHOMA CITY COMMUNITY COLLEGE

Capital Projects FY 22 Report

Board of Regents | April 19, 2021

Mr. Chris Snow
Executive Director of Facilities Management





Capital Projects FY 2022

Projects

Project	Amount	Funding Source	Year	Board Approval
Roof Repair - A&H, Main Building, Gymnasium	\$ 34,571.00	TBD	FY22	
Roof Replacement - Recreation and Community Services Replacement	\$ 306,122.00	TBD	FY22	
Parking Lot B, C and FACE. Repair / Crack Fill / Slurry Seal / Re-Stripe	\$ 318,270.00	TBD	FY22	
Budget for Un-Foreseen Sidewalk & Paving Repairs, Replacements, or Additions	\$ 36,494.96	TBD	FY22	
Carpet Replacement--Priority 1, 2, and 3	\$ 419,382.00	TBD	FY22	
Campus Security Gate Project--74th Street and May Avenue Gate Security	\$ 250,000.00	TBD	FY22	
General Dinning Room Remodel--Replace flooring, lighting, and ceiling	\$ 275,000.00	TBD	FY22	
Parking Lot A. Replacement	\$ 3,500,000.00	TBD	FY22	
TRANE Chiller R'Newal process	\$ 500,000.00	TBD	FY22	
Total	\$5,605,268.96			
Total Construction Cost	\$5,605,268.96			



Roofing Repair/Replacement

Roof - A&H Parapet Replacement - \$11,786.00

Roof - Main Building Repair - \$1,913.00

Roof - Gymnasium Repair - \$20,872.00

Replacement - Recreation and Community
Services Replacement - \$306,122.00

Total Cost \$340,693.00



Parking Lot B, C and FACE

Parking Lot B, C and FACE
Repair, Crack Fill, Slurry Seal, and
Re-Stripe - \$318,270.00

Budget for un-foreseen Sidewalk
and Paving Repairs, Replacements,
or Additions - \$36,494.96

Total Cost \$354,764.96



Carpet Replacement

Carpet
Replacement
Priority 1, 2, & 3

Total Cost \$419,382.00



Campus Security Gate Project

Campus Security
Gate

74th Street and May
Avenue Gate Security

Total Cost \$250,000.00



General Dining Room Remodel

General Dining Room

Replace flooring,
lighting, and ceiling

Total Cost \$275,000.00



**Parking Lot A
Replacement Project**

**Parking Lot A
Replacement**

Total Cost \$3,500,000.00



TRANE R'Newal

TRANE Chiller
R'Newal process

Total Cost \$500,000.00



Questions