

**Ozarka College
Board of Trustees Meeting
August 27th, 2015 / 4:30 p.m.
Student Services Center-Libby Cone conference room**

MINUTES OF MEETING

Attendees: Chair Bob Evins, Vice Chair Jack Yancey, Dennis Wiles, Ben Cooper, Ryan Howard, and Darla York via conference call

College Personnel Attending: Dr. Richard Dawe, Dr. Keith McClanahan, Ron Helm, Jason Lawrence, Chris Lorch, Suellen Davidson, Scott Pinkston, Josh Wilson and Tess Weatherford

Absent: Tim Gammill, Tina Wheelis

Chair Evins called the meeting to order at 4:30 p.m.

Chair Evins introduced and welcomed new Trustee Ryan Howard.

Chair Evins asked that a motion be made to approve meeting minutes from the May 29th regular meeting and August 6th special meeting. Trustee Wiles made a motion to accept the minutes as presented. Trustee Yancey Seconded. Motion passed unanimously.

Dr. Dawe introduced Dr. Keith McClanahan as the new Provost and Executive Vice President of Learning at Ozarka College.

Area Reports

Academic Affairs

Dr. Keith McClanahan, Provost and Executive Vice President of Learning:

Dr. McClanahan thanked the Board for the warm welcome and said he is very excited to be a part of the Ozarka College team. Dr. McClanahan said the GED State Administrator conducted the annual site visit to the Ozarka Adult Education Department on August 13th. This is the first site visit since the GED Test became computer based/delivered. Dr. McClanahan said our combined test centers have tested 88 students since January 2015. Of those students, 54 have taken all four sections of the GED and 51 of those students have passed all four sections.

Dr. McClanahan gave the Board a brief recap of the meeting with the Cave City administration that took place on July 22nd. Dr. McClanahan said that Cave City school district would like to provide more concurrent classes to their students and Ozarka partnering with the Cave City school district to offer those classes. Dr. McClanahan said there are currently 20 concurrent students from Cave City high school that are taking an Early Childhood Education classes.

Dr. McClanahan said he has been working with Josh on the Workforce Planning Grant and Ozarka is seeking is to provide enhanced pathways to stable good paying jobs in our service area.

Finance

Tina Wheelis, Vice President of Finance:

Dr. Dawe spoke for Finance in Tina's absence. Dr. Dawe thanked the Finance Department for their excellent work to prepare the financials for the bond issuance with Crews and Associates. Dr. Dawe informed the Board that the Foundation audit has been completed and the legislative auditors are currently on campus for the College audit.

Student Services

Ron Hem, Vice President of Student Services:

Ron spoke to the Board about the Behavioral Intervention Team (BIT) at Ozarka College. Ron explained the purpose of having a BIT at Ozarka and the necessary steps to take when a student is in need of a behavioral intervention. Dr. Dawe also explained the importance of the program on a College campus.

Ron announced that TRiO received a five year extension on their grant-funded program. Ron told the Board he is currently working on the military friendly survey, he said Ozarka has been military friendly for five years now and we are hoping this year will be number six. Ron said the Welcome Back events that took place on all four Ozarka College campuses today went very well with a lot of student and faculty/staff involvement.

Administration

Jason Lawrence, Vice President of Administration:

Jason said he is currently working on Ozarka's annual security report. Jason gave the Board an update on various events that have taken place on the Ozarka campuses over the summer. The Student Services Center community rooms have been used numerous times by the community over the summer.

Jason spoke to the Board about the passing of Dave Rush, Ozarka's landscape supervisor. Jason said Dave was a great friend and colleague who took pride in his job at Ozarka and he will be truly missed.

Planning and Institutional Research

Josh Wilson, Associate Vice President of Planning and Institutional Research:

Josh said he and Chris Lorch, Candace Killian and Dr. Dennis Rittle attended and showcased the results of Ozarka College's many assessment successes at the Higher Learning Commission Assessment Academy that took place in St. Charles, IL on June 3-5. Josh briefly discussed the results from the Student Satisfactory Survey with the Board. Josh informed the Board that with the help from the Arkansas Partnering for Nursing's Future (APNF) grant, Ozarka was able to award twelve Licensed Practical Nursing (LPN) students, who were taking summer courses at the Ozarka College Mammoth Spring campus a \$1,000 tuition stipends.

Josh said that in the coming weeks, he and Dr. McClanahan will be submitting a proposal for the Workforce Planning Grant Initiative.

Advancement

Suellen Davidson, Director of Advancement:

Suellen updated the Board on upcoming Foundation events; she said the 5k walk/run will take place in Mammoth Spring on Saturday, September 5th. The Ozarka College Scholarship Reception will take place in the Student Services Center on Tuesday, September 22nd. The Izard County Golf Tournament will be held on October 3rd at Cooper's Hawk in Melbourne, and the Fall Concert will also take place on October 3rd at 6:00 p.m. in Mountain View.

Suellen said the Foundation has received new pass-through scholarships over the past few months, Josh Wilson and family will fund two \$500 scholarships annually. Suellen said each recipient will receive \$250 in the Fall semester and \$250 the following Spring semester. Suellen said the Friends of the Paul Weaver Library sponsored one \$500 pass through scholarship. Suellen was pleased to announce that the Spring River Entertainment, Association gave \$10,000 to establish an endowed scholarship to be awarded to a Highland High School graduate; preferably a student studying fine arts.

Suellen said Ozarka has begun a memorial scholarship in honor and memory of friend and co-worker Dave Rush who passed away on August 1st.

Suellen updated the Board on new Foundation Board officers. Suellen said Mike Watson is the new Chair, Pam Setser Vice Chair, and Matt Rush is Secretary. Suellen said the Foundation Board received a resignation from member Diane Zook and added new member Joey Cooper from Centennial Bank in Sharp County.

Information Systems

Scott Pinkston, Chief Information Office:

Scott said that over the summer the IS department replaced computers on the Ash Flat and Mountain View campuses. Scott said that a donation of \$25,000 from Mrs. Betty Wolfe helped replace 115 computers on the Ash Flat and Mountain View campuses. Dr. Dawe thanked Scott and the IS crew for the work they put into replacing the computers and working on the IST lab at the Ash Flat campus.

President's Report – Discussion Items

- A. College Now Scholarship:** Dr. Dawe provided the Board with an information card explaining the College-Now Scholarship. Dr. Dawe explained to the Board how he and the administrative council developed the College-Now scholarship. Dr. Dawe said the College-Now Scholarship is for high school students who are concurrently enrolled at Ozarka College and the purpose of the College-Now Scholarship is to assist high school students who have excelled in their college coursework to enroll at Ozarka College for

the following fall semester after graduation. Dr. Dawe said that if students complete four or more Ozarka College courses while in high school, the following Fall semester's tuition and fees are funded by Ozarka after the student graduates.

B. Aviation Program Update: Dr. Dawe presented the Ozarka College Aviation advertising video to the Board. Dr. Dawe announced that on July 23, 2015 the Federal Aviation Administration (FAA) approved the Ozarka College Aviation - Professional Pilot program. Dr. Dawe said FAA approval was a critical step in the rollout of the Aviation degree. Dr. Dawe said that Nick Lenczycki, director of aviation has done a fantastic job getting the aviation program started.

C. Statewide College Realignment Task Force: Dr. Dawe discussed the statewide college realignment task force and how it could affect two-year colleges across the state.

Information Items- Personnel 6.A.1–6.C.7

Dr. Dawe shared information on the following new employees: Dr. Keith McClanahan, Provost and Executive Vice President of Learning; Leslie Love, Biology Faculty; Marty McFarlin, Director of Physical Plant; Tena Rosse, English Faculty; Angela Phipps, Administrative Specialist II for the Aviation Program.

Part-time personnel: Felicia Harvell, part-time food prep technician; Kelsi Garrett, part-time Summer Program Ozarka Kids Academy; Vanessa Roberts, part-time Career Coach for Viola school district; Angel Haigwood, part-time cashier for the Student Services Center Café.

Resignations include: Joanna Fulbright, English Faculty; Debbie Campbell, Administrative Specialist II; Kennedy Quaders, part-time cashier Student Services Center café; Jessica Sellers, part-time assistant for fitness center; Tammy McGehee, part-time Student Services administrative assistant; Steve Simers, part-time maintenance at Mammoth Spring; Jerry Reed, part-time maintenance.

Action Items- Board of Trustee Appointments 7.A.1–7.A.2

7. A.1 Appointment of the Board of Trustees Officers:

Trustee Cooper nominated Trustee Yancey to serve as the new Chair for the Board of Trustees. Trustee Wiles seconded. Motion passed unanimously.

Trustee Wiles nominated Trustee Cooper to serve as the new Vice Chair for the Board of Trustees. Trustee Yancey seconded. Motion passed unanimously.

Trustee Howard nominated Trustee Wiles to serve as Secretary for the Board of Trustees. Trustee Cooper seconded. Motion passed unanimously.

The Board of Trustees moves to appoint Trustee Jack Yancey as Chair, Ben Cooper as Vice Chair and Dennis Wiles as Secretary.

7. A.2 Appointment of Board of Trustee Academic Affairs and Finance Committee assignments:

The Academic Affairs committee and the Finance committee appoint three new Board of Trustee members to serve each committee for a two-year term. Committee Chairs will also be designated.

Trustee Wiles made a motion to appoint the following Board of Trustee members: Jack Yancey, Darla York, and Tim Gammill to the Academic Affairs Committee. Trustee Cooper seconded. Motion passed unanimously.

Trustee Yancey will serve as Chair of the Academic Affairs Committee.

Trustee Wiles made a motion to appoint the following Board of Trustee members: Ben Cooper, Dennis Wiles, and Ryan Howard to the Finance Committee. Trustee Yancey seconded. Motion passed unanimously.

The Board of Trustees moved to appoint Trustees Ben Cooper, Dennis Wiles and Ryan Howard to serve on the Finance Committee.

Trustee Cooper will serve as Chair of the Finance Committee.

Action Item- Financial Reports 7.B.1

7. B.1 End-of-Month and Year-to-Date Financial Report

Dr. Dawe presented the End-of Month and Year-to-Date financial reports to the Board for approval. The Board reviewed and discussed the financial report as Dr. Dawe explained them.

Trustee York made a motion to approve the financial reports as presented. Trustee Wiles seconded. Motion passed unanimously.

Action Item 7.C.1- Bachelor of Science in Nursing (BSN) Letter of Intent

Dr. Dawe discussed the BSN proposal with the Board. Dr. Dawe said Ozarka would like to send the state a letter of intent to pursue a BSN program at Ozarka College.

Dr. Dawe explained the need for a BSN degree in our service area. Dr. Dawe said a BSN degree would serve to further enhance our foundational allied health and nursing offerings and will complete the bridge in nursing to high paid, high demand nursing careers. This unique degree offering will be a deliberate step in addressing health industry needs in north central Arkansas.

Dr. Dawe also said that presently, there is no two year colleges in Arkansas approved to offer the BSN degree but there is a growing national trend in this particular program area for two year

colleges. There are few practical and affordable options for nurses in our region to pursue the BSN degree unless they are willing to travel or take more expensive, completely online programs.

Ruby Johnson, Division Chair for Allied Health at Ozarka also spoke to the Board about the desire and need for the BSN degree in this area.

Chair Evins made a motion to approve the needed steps to gain approval to establish a Bachelor of Science in Nursing (BSN) degree at Ozarka College. Trustee Wiles seconded. Motion passed unanimously.

Chair Evins thanked the Board for having him serve as Chair for the past two year and he is looking forward to have Trustee Yancey take over the role as Chair for the next two years.

With no further business, Chair Evins asked to entertain a motion to adjourn the meeting.

Trustee Cooper made a motion to adjourn the meeting. Trustee Wiles seconded. Motion passed unanonomously and the meeting was adjourned at 5:50 p.m.