

Ozarka College
Board of Trustees Quarterly Meeting
Thursday, March 16, 2023
4:30 p.m.
Ozarka College – Melbourne
John E. Miller Building Board Room

MINUTES OF MEETING

The Ozarka College Board of Trustees met at 4:30 p.m. on Thursday, March 16, in the John E. Miller Building Board Room on the Melbourne campus.

Present: Chair – Ryan Howard, Vice Chair – Fred Holzhauer, Trustee Ben Cooper, Trustee Mike Watson, Trustee Gayle Cooper, Dr. Richard Dawe, Tina Wheelis, Dr. Chris Lorch, Dr. Josh Wilson, Scott Pinkston, and Valerie Long.

Absent: Robert Wright – Secretary, Trustee Pam Setser, Zeda Wilkerson

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

Trustee Holzhauer led the Board in the Pledge of Allegiance.

A motion to approve the minutes from the December 8, 2022 Regular Meeting was made by Trustee Watson and seconded by Trustee B. Cooper. The motion passed unanimously.

A motion to approve the minutes from the February 14, 2023 Special Meeting was made by Trustee G. Cooper and seconded by Trustee Watson. The motion passed unanimously.

Area Reports

Academic Affairs

Dr. Chris Lorch, Provost

- RN Program Update
 - Curriculum has been submitted to the Arkansas State Board of Nursing
- ASBN site visit went well
- Tech programs are growing
 - Expanding in Stone County to include Shirley High School
- Streamlined curriculum will be presented in the May meeting
- Expanding industry partners, including Intimidator and others in Batesville
- Update on relations with Calico Rock High School
- Stone County numbers

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration

- New business manager, Kelly Cowan, started today
- Midyear review was completed
 - Repurposed \$80,000 to purchase a tractor for grounds and supplies for welding
- Budget cycle has opened
- Regular audit is currently being conducted
- Single audit produced one finding which is being resolved

Student Services

Dr. Chris Lorch, Provost

- Focusing on Summer and Fall recruiting
- Preparations for commencement on May 11 are underway
- Career Coach grant
 - Melbourne High School wants to renew their grant
 - Working on the grant application for ICC
 - Viola is interested in a part-time Career Coach
- Career Pathways
 - Site visit had no findings
 - Programs have met their participant numbers
- Summary of Perkins equipment purchases will be presented in the May meeting

Advancement and Planning

Dr. Josh Wilson, Vice President of Advancement

- Events update
 - Ladies' Luncheon this weekend
 - Gala – April 6
 - 30 corporate sponsorships, including five new ones
 - Working to secure auction items
- New Foundation Board member in Stone County – Lee Ann Thomas
- Scholarship update
 - Board of Trustees is fully endowed
 - Delynne Duerkes was fully endowed in January
 - Wayburn Watson is very close to being fully endowed
 - New scholarships
 - Bank of Salem
 - Chris Dawe Aviation Scholarship
- Marketing is working with Student Services and Academics to promote a simpler message for registration

Information Systems and Institutional Research

Scott Pinkston, Vice President and Chief Information Officer

- IPEDS due in April
- Working on required information for state legislative audit

Staff Council

Dylan Herekamp, Staff Council President

- No report

Student Government Association

Zeda Wilkerson, Vice President of Student Services

- No report

President's Report – Discussion Item 6.A

Dr. Dawe introduced the following:

- Discussed the May Board Retreat
- Commencement speaker update

Information Item – Personnel 7.A.1

Dr. Dawe informed the Board of the following new full-time personnel:

- i. Clyde Williams – Certified Flight Instructor
- ii. Patrick Clay – Institutional Services Assistant – Mountain View
- iii. Larry Smith – Institutional Services Assistant
- iv. Phillip Qualls – Maintenance Technician
- v. Austin Felton – Night Maintenance/Special Events Supervisor
- vi. Susan Mitchell – Administrative Specialist III for Aviation
- vii. Kelly Cowan – Business Manager
- viii. Jill Sandlin – AS in Education Coordinator/Faculty

Information Item – Personnel 7.A.2

Dr. Dawe informed the Board of the following new part-time personnel:

- i. Gabriel Calhoun – Part-time Fitness Center Assistant

Information Item – Personnel 7.A.3

Dr. Dawe informed the Board of the following resignations, retirements and others:

- i. Abigail Williams – Part-time TRIO Tutor
- ii. Melissa Hayden – Part-time Administrative Specialist – Mammoth Spring
- iii. Angela Dickey – Part-time Maintenance – Mammoth Spring
- iv. Cynthia Pitchford – Administrative Specialist – Mammoth Spring
- v. Gabe Lawrence – Part-time Maintenance
- vi. Joshua Spray – Administrative Specialist III for Aviation
- vii. Andrew Williams – Part-time Fitness Center
- viii. Peyton Mead – Accountant II

Information Item – Personnel 7.A.4

Dr. Dawe informed the Board of the following active searches:

- i. Adjunct Welding Faculty – Ash Flat Campus

- ii. Accountant I
- iii. Part-time Maintenance

Action Item 8.A.1

Finance – End-of-Month and Year-to-Date Financial Reports

- Tina Wheelis presented the End-of-Month and Year-to-Date Financial Reports to the Board for approval
- A motion to approve the report was made by Trustee Holzhauser and seconded by Trustee G. Cooper. The motion passed unanimously

Action Item 8.B.1

Personnel – Reappointment of Full-Time Administration, Faculty and Classified Staff for the 2023-2024 Fiscal Year

- Tina Wheelis presented the reappointment of full-time administration, faculty and classified staff for the 2023-2024 fiscal year to the Board
- A motion to approve was made by Trustee Watson and seconded by Trustee Holzhauser. The motion passed unanimously

Action Item 8.B.2

Personnel – Approve Provisional Positions for the 2023-2024 Fiscal Year

- Tina Wheelis presented the provisional positions for the 2023-2024 fiscal year to the Board
- A motion to approve was made by Trustee G. Cooper and seconded by Trustee B. Cooper. The motion passed unanimously

With no further business, Chair Howard asked that a motion be made to adjourn the meeting. A motion to adjourn the meeting was made by Trustee Watson and seconded by Trustee B. Cooper. The motion passed unanimously and the meeting was adjourned at 5:07 p.m.