

**Board of Trustees**  
**Regular Quarterly Meeting**  
**Thursday, December 17, 2009**  
**4:30 p.m.**

**DRAFT**

**Attendees:**

**Board Members:** Chair Ben Cooper, Vice-Chair Dennis Wiles, Secretary Bonnie Wyatt, Trustees Bob Evins, Barbara Perryman, Larry Sullivan, Paul Weaver

**Attorney General's Office:** Sherry Robinson, Amanda Abernathy and Aaron Washington

**Ozarka College representatives:** President Dr. Richard Dawe, Dr. Mike DeLong, Ron Helm, Tina Wheelis, Karla Rush, Joan Stirling, Scott Pinkston, Ruby Johnson, Gin Brown, Wesley Campbell, Nancy Dust

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

Bob Evins made a motion to accept the minutes as submitted from the regular quarterly Board meeting on September 17, 2009 and special quarterly Board meeting on December 3, 2009. Barbara Perryman seconded the motion. The motion was unanimously approved.

Public Hearing:

Chair Cooper invited Mr. Doug Rush to speak in a public name clearing hearing.

Mr. Rush detailed his job history and the progress of Ozarka College under his leadership.

Mr. Rush and his attorney, Denise Hoggard proceeded with Ms. Hoggard asking questions and Mr. Rush responding.

Following Mr. Rush's presentation several character references were offered to support Mr. Rush.

Chair Cooper announced that the Board would need to convene to Executive Session to discuss personnel issues unrelated to the hearing. Barbara Perryman made a motion to convene to Executive Session. Bonnie Wyatt seconded the motion. The motion passed unanimously. Time 5:40 p.m.

The Board members took a 5 minute break as the room was cleared.

Barbara Perryman left during the Executive Session due to other obligations.

Chair Cooper called the meeting back to order at 6:12 p.m.

The Board addressed the Personnel action items (Items E 1-3) first.

- E. 1 Dennis Wiles made a motion to approve new hires to fill open positions as listed below. Paul Weaver seconded the motion. The motion passed unanimously.
- Delynne Duerkes to the position of Administrative Specialist I effective September 21, 2009
  - Penny Ramsey to the position of Institutional Services Assistant effective November 16, 2009
  - DeEdra Steed to the position of Human Resources Specialist effective January 4, 2010
- E.2 Bonnie Wyatt made a motion to approve the separation of employee Lane Garrison from employment as of December 1, 2009. Bob Evins seconded the motion. The motion passed unanimously.
- E.3 Bob Evins made a motion to approve the addition of two (2) provisional positions for Career Coaches for the fiscal year 2009-2010. Larry Sullivan seconded the motion. The motion passed unanimously.
- A. Chair Cooper appoints Larry Sullivan as the Board Liaison to the College for accreditation and self-study.
- B. Bob Evins made a motion to approve a policy which compensates nonclassified employees for unused sick leave in accordance with Arkansas Code 21-4-505 (a) effective retroactively to March 1, 2009. Dennis Wiles seconded the motion. The motion passed unanimously.
- C. Paul Weaver made a motion to approve the Identity Theft Policy as presented. (Policy 3.50 Identity Theft). Bonnie Wyatt seconded the motion. The motion passed unanimously.
- D. Paul Weaver made a motion to establish weekend/evening LPN courses to begin at Melbourne. Dennis Wiles seconded the motion. The motion passed unanimously.
- F.1 Bob Evins made a motion to approve the administration to proceed with Polk, Stanley & Wilcox (PSW) architectural firm to provide architectural services for the planned building construction at the Ozarka College – Mountain View site. Dennis Wiles seconded the motion. The motion passed unanimously.
- F.2 Paul Weaver made a motion to approve the year-to-date financial report. Bonnie Wyatt seconded the motion. The motion passed unanimously.

Paul Weaver left the meeting due to other obligations.

### **President's Report**

Dr. Richard Dawe asked Gin Brown, Mountain View Coordinator to take the floor. Mrs. Brown introduced Wesley Campbell, Student Government Association President, to the Board. Mr. Campbell

presented the Board with a Thank You in the form of a scroll banner that Mountain View students had prepared with letters and signatures. This is in response to the Board's support of adding a second building to the Mountain View site.

Dr. Dawe noted that enrollment for the spring semester is up by 167 students from this time last year. He attributed part of this to the aggressive work of the staff to register students earlier.

Dr. Dawe asked the Board members to consider adding an age and years of service definition to the sick leave sell-back policy. The Board asked that a proposed policy be brought to them for approval.

### **Organization Realignment**

Dr. Dawe updated the Board on the Organizational Realignment that will take effect in January of 2010.

### **North Arkansas Community College Consortium**

Dr. Dawe told the Board about a consortium that Ozarka College has agreed to participate in with North West Arkansas College, North Arkansas College, UACCB, Black River Technical College, ASUMH. Belonging to a consortium offers more opportunities for the smaller colleges to be considered for grant funding opportunities.

### **Foundation Priorities**

Dr. Dawe noted that he could not praise the Foundation Board members enough for the growth in the past few years. He also noted that we have had a declining general fund in the past few years. The general fund helps offset the cost of development and part of the Development Officer's salary. He also noted that he thinks it is important to pick capital campaign projects for each location.

### **Board Committee Meeting Schedule**

After the first of the year we will schedule committee meetings for some time in February.

### **Board Meeting Schedule**

Dr. Dawe noted that the next Board meeting is scheduled for March 17, 2010. He asked that the meeting possibly be moved to March 11, 2010, the Thursday prior to the regular meeting date. Board members present were agreeable. A final determination will be made after contacting Barbara Perryman and Paul Weaver.

### **Area Reports**

#### **Academic Affairs**

Dr. Mike DeLong shared that the ARNEC class which consists of 116 students recently took the ATI predictor test. All of the students scored in top 1% in the nation. He also noted that there are 303 courses on the spring schedule at this time.

#### Student Services

Ron Helm shared that we expect record enrollment again. Concurrent students and inmates from the North Central Unit should add another 150-175 students. He also noted that the Be Advised campaign is helping get students registered earlier. Ron noted that the Career Coaches should be selected possibly by Friday, December 18 and that the schools are behind the program and ready to work together.

#### Finance

Tina Wheelis reported on the \$116,000 of ARRA (American Recovery and Reinvestment Act) money. This money is received over a two year period and the Administrative Council has decided to use this year's allotment of \$58,000 for instructional equipment. This money must be spent by June 2010. The second allotment will be awarded next year and will be used for equipment to be determined later. She also noted that we have received our \$375,000 in capital funding for the new roof on the John E. Miller Building. The architect's contract is in place with Harris Architecture. The bid documents are with the procurement office for review. The bid should go out in January. Tina also noted that January is the beginning of the planning and budgeting phase.

#### Human Resources

Tina Wheelis reported that three new employees will begin in January. In January, we will also begin advertising to fill the landscaping position.

#### Advancement

Karla Rush shared that the Ozarka employee fund drive is complete and 80% of employees contribute, the concert on December 10 netted about \$3,500. The Foundation is currently redoing policies. The mission has been updated and the upcoming planning will reflect the plans of the College. Also, New billboards are coming out soon.

#### Planning

Joan Stirling noted that we will give a more strategic emphasis to our planning. Six priorities have been identified and those priorities will be used in the planning that starts in January. A SWOT analysis was completed that included about 20 people, including Mr. Bob Evins from the Board of Trustees.

#### Self-Study

Joan reported that she and Joanna Fulbright are in the process of editing the Criterion reports for a rough draft of the self-study, which will be ready in January. She also noted that she appreciates Mr. Sullivan for volunteering to help with that process.

#### Information Systems

Scott Pinkston asked for feedback from the Board as to what kind of information they would like for him to provide in updates for the Board.

Chair Cooper asked for a motion to adjourn.

Dennis Wiles made a motion to adjourn the meeting. Bonnie Wyatt seconded the motion. The motion passed unanimously. Meeting adjourned at 7:40.

Submitted by Nancy Dust