

President's Report
To the Board of Trustees
August 1, 2008

This report is intended to provide members of the Ozarka College Board of Trustees with information regarding college activities and accomplishments.

Upcoming Events of Interest

- August 4—OC—MV ACS Executive Board meeting—10:00
- August 6—Faculty return for Fall semester
- August 7—Final Exams for Summer II
- August 7—Capping and Pinning—Ash Flat LPN class—Ash Flat Campus Lecture Hall—6:00 pm
- August 8—Capping and Pinning—Mountain View LPN class—Ozark Folk Center—6:00pm
- August 18—Fall Classes begin
- August 18—Orientation for Online Classes—3:30 pm
- August 22—OC – MV Stone County Fair Superintendents meeting—1:00
- August 25—Money Management Fair—Ash Flat—11:00
- August 26—Money Management Fair—Melbourne—11:00
- August 27—Money Management Fair—Mountain View—11:00
- September 4—Scholarship Reception
- September 8—Ozarka Foundation Retreat
- September 8—Open House for Ash Flat Student Center/Nursing Building
- September 26—Emerson Drive Concert
- September 27—Ozarka Foundation Golf Tournament

Ozarka College Events

- July 3 – Closed for Independence Day
- July 4 – Independence Day
- July 7 – Summer II classes began
- July 14-16 Testing
- July 28 – Assessment In-service

College Governance

- The administrative team conducted the annual retreat on July 16 at the Ash Flat campus conference room. The retreat was very productive with a great deal of discussion. The retreat agenda topics included:

New hire checklist	Crisis Manual/Disaster Plan
IT audit	Funding Formula
Ash Flat campus staffing	Bookstore operations
Self-Study update	Mountain View tax support ideas
Spring Schedule	Early College High School
- Construction projects are in the final stages. The new building in Ash Flat is in the final stages of clean up and detail. Furniture for the student center, offices, and classrooms has been received and is being installed. The renovation on the Melbourne campus of the old LPN building is 95% percent complete. We have moved the bookstore and the Career Pathways offices into the building and the contractor is finishing small items on the punch list. The renovation of the old bookstore location into the presidents' office and a small conference room is underway and will hopefully

be completed prior to the start of school. The renovation of the kitchen is complete and has made a significant difference in the looks of the entire facility.

- As we prepare to move in to the new Ash Flat building, we are finalizing discussions of several staffing scenarios to ensure the both buildings are adequately staffed to meet student and community needs.
- The Arkansas Craft School which is a partnership of the Arkansas Craft Guild, the Ozark Folk Center, and Ozarka College is in its beginning stages with several workshops conducted in July and more planned for the fall. This partnership is providing Ozarka College a format to meet many community needs in the Mountain View area as well as providing a unique educational opportunity in the region.
- There continues to be much discussion on the national and state level about colleges moving to four day class schedules to help ease the energy cost crunch on students, employees, and facility operations. We will spend considerable time exploring this in the early fall as we plan for the spring. An interesting piece of data is that in the 07-08 school year at Ozarka College only approximately 28% of the classes in the schedule met on MWF. Over time, student needs and expectations have caused over two thirds of the courses to already be offered MW or TTH. We also will look at the possibility of some Friday-Saturday courses as a way to meet student needs.
- One of the most discussed items at the administrative retreat was the current early retirement policy and the eligibility requirements. This review is being conducted to clarify several aspects of the policy. Several other Arkansas colleges' policies were also reviewed. More information is being gathered as this time and the information will be shared with employees as well as the board of trustees.
- A primary focus of the upcoming year will be to thoroughly analyze policies, procedures, processes, and practices to ensure that Ozarka College is doing all that it can do to ensure that students successfully complete programs of study. This issue is in the national and state spotlight, and is an issue that we should be paying close attention to because it is the right thing to do.
- Attached with this report is a list of accomplishments for the past six months. These represent significant accomplishments so we can reflect on what we have been doing and make plans for the future.

Instruction

- The Arkansas Craft School (ACS) partnership is still developing with the first continuing education classes being held July 26 and 27th
- In the process of moving the LPN program from the Mountain View campus to the MV High School Career Center so that the program has more classroom and lab space
- The new AA and CP in Entrepreneurship for Artisans was approved by ADHE and will start to be offered in the Spring 2009

Ash Flat Campus

- July 9 Ozarka College's Continuing Education Department conducted an instant piano course in the lecture hall.
- July 15 Early registration, Kudar Testing, and Compass Testing were conducted with a better than expected turn out.
- July 23 The Sharp County Economic Council held a meeting in the conference room.

Mountain View Campus

- July 1 Mountain View Area Chamber of Commerce (MVACC) monthly meeting, 5:00pm; Gin serves as chairman of the Education Committee
- July 7 Summer II classes begin
Enrollment Growth after 11th day enrollment count

Summer II 2007	6 students
Summer II 2008	9 students
FTE after 11 th day enrollment count	
Summer II 2007	1.40
Summer II 2008	1.80

NOTE: Numbers do not reflect 13 LPN students enrolled. 1 regular class taught on campus and 2 compressed video classes. Numerous students are enrolled in web classes and are using the computer lab.

- July 7 Arkansas Craft School (ACS) Program and Curriculum Committee meeting; 10:00 am - 1:30 pm; Gin serves as chair
- July 10 and 11 PALS Program for LPN students, 4:00 pm to 9:00 pm; Crystal Gillihan instructor
- July 14 Early registration, Compass (19 students tested) and Kuder Testing; 9:00am to 4:30 pm
- July 26 ACS First Steps in Creating a Craft Marketing and Business Plan: Course One: Marketing of Craft, a program under the RTS Grant; 10:00 am - 4:00 pm; Instructors: Phillip Waldrod and Paul Caldwell; 10 participants; One CEU through OC the course
- July 27 ACS Course Two: Business of Craft , a program under the RTS Grant ; 10:00 am – 4:00 pm; Instructors: Karla Rush and Roberta Katz-Messenger; 8 participants; One CEU through OC for the course
- Gin Off campus activities in support of OC:
- July 10 Stone County Drug Abuse Prevention Committee Meeting; DHS Building; 2:30 pm
- July 14 Stone County Community Resource Council; OC update; Dorcus House; 11:00
- July 15 ACS Participated in program: “A Luncheon for Our Home Folks in Mountain View” to introduce the ACS to the Mountain View community; Dr. Johnston, Dr. DeLong, and Gin presenters; Ozark Folk Center; noon; 80 in attendance.
- July 16 Participated in MVACC Business Lunch and 4th of July committee follow up meeting
- July 28 Participated in Assessment Workshop on OC Melbourne campus; 11:00 am Instructors: Dr. Susan Underwood and Dr. David Underwood.

Student Services/Enrollment Information

- Student Services had a team meeting on July 24 the focus was focusing on changes in procedures for the fall semester. This included: admissions, financial aid, student services assessment, student transfer, testing, student records, and the student services role of advisement. TRiO also provided a summer summary and fall semester update.
- Enrollment information: Currently we have 821 students enrolled in classes for the fall 2008 semester.
- The admissions office has processed over 570 applications for the fall semester and expects about 300 + additional applicants. Early summer registrations have been successful and currently preparing for August orientations and registrations.

Advancement/Workforce/Community Service

- Advancement staff participated in a planning retreat on July 1
- Additional radio and newspaper advertising has been conducted this summer to encourage early registration for Fall 2008
- Ozarka was recognized by the Sharp County Economic Development committee for supporting county-wide economic development efforts

- Additional Career Pathways incentive monies were received to assist additional students for summer II based on performance for the past year
- Foundation received approximately \$8200.00 from the members of the Sharp County Literacy Council to create a new endowment
- Continuing education/professional development for staff was held on July 28 regarding department assessment techniques. 50 faculty, staff and administrators attended
- Career pathways and student services have been working to coordinate services and personnel visits in Ash Flat and Mountain View
- The Foundation members from Mountain View conducted a successful fundraiser to start the Joe and Maxine Wyatt scholarship fund. About \$7000 in proceeds resulted from the golf scramble event

Grants/Planning/Special Projects

- Perkins Grant – The Perkins grant for slightly over \$87,000 will continue to provide for the Student Success Specialist (Jenny Miller) and for a Student Success Coordinator at Ozarka Ash Flat. Dr. Johnston appointed a search committee and the committee is in the process of reviewing 26 applications. In addition, the grant will support retention and completion efforts on all campuses.
- Partners for Care – During the summer, the grant awarded \$100 scholarships for each of the nursing students on the Ash Flat campus. The first LPN class supported by the grant with instructors, equipment, supplies and scholarships will graduate this August.
- DOJ Grant – This grant is in the process of being closed out with the institutionalization of women advocacy services at the college.
- Planning – Planning Results for 2007-2008 are still in the process of being compiled.
- NCA/HLC – The Steering Committee will meet every Friday this fall to educate themselves about every aspect of the Self-Study process. The spring semester will be for educating the rest of the college, followed by the beginning of evidence collection in support of the self-study.

Finance/Auxiliary Services

- The cafeteria renovation has been completed and the cafeteria has resumed their breakfast and lunch services.
- The bookstore has been relocated and books for the fall semester have been ordered.
- The majority of the furniture for the Ash Flat Nursing and Student Center has been delivered and installed.
- Departmental budgets have been entered into the accounting system and are available for viewing by administration and staff. Expenditures are updated on a daily basis and source documents for each transaction can be viewed and printed for departmental records.
- Reports completed and submitted during the month:
 - AR Dept of Higher Ed - Safety Assessment Report
 - Dept of Finance & Admin – OPEB Survey
 - Dept of Finance & Admin – Workforce 2000 Appropriation Request

Information Systems

- Replaced 40 computers at Ash Flat center
- Replaced monitors in Business Lab Melbourne
- Assisted with moving of the bookstore and Career Pathways to new building.
- Installed Projectors, DVD/VCR, and computers in classrooms located on the Mt View secondary center for the nursing department. Setup VPN access from the campus to our network.

- Replaced cards damaged during lightning storm Upgraded Firmware on switch and all access points for wireless network
- Created fiscal year submission files for auditors
- Created new operating system image for Fall 2008-09. Deployed image to Ash Flat center and the learning lab in Mt View.

Physical Plant/Grounds

- Moved all furnishings and equipment from the book store and career pathway to their new locations
- Repainted two classrooms in the Hall building
- Have supervised the furniture placement for the new nurse's/student center at Ash Flat
- Mowing and trimming at all three campuses
- Landscaping New book store
- Spraying trees and shrubs for bag worms

Personnel

New hires for consideration at the next Board of Trustees meeting

- Vickey Koestner, Payroll Officer
- David Mitchell, Biology Instructor
- Chris Lorch, English Instructor

Resignations

-

Searches

- Student Success Coordinator

Travel/College Representation

- *Dusty R. Johnston*
 - *ADHE Executive Council—July 8—Little Rock*
 - *Meet with architect/contractor—July 11---Ash Flat*
 - *Arkansas Craft School luncheon—July 15—Mountain View*
 - *ADHE Coordinating Board—July 24-25—Beebe*
 - *Meet with new Superintendent—July 29—Mountain View*
- *Dr. Mike DeLong*
 - *Arkansas Craft School Program Committee Meeting—July 7—Mountain View*
 - *ARNEC Meeting – July 9 – Little Rock*
 - *Arkansas Craft School Community Presentation – July 15 – Mountain View*
 - *ADHE Coordinating Board Meeting – July 24-25 – ASU Beebe*
- *Gin Brown*
 - *ArkACRAO Executive Committee Meeting—Gin serves as Secretary of the association—July 17—ASU-Beebe*
- *Libby Cone*
 - *Insurance Consortium Meeting—July 17, 2008*
- *Joan Stirling*
 - *Traveled to Washington, DC area to review grants for the National Science Foundation —July 9th-12th —in order to maintain and improve grant writing skills for future grant writing.*
- *Ron Helm*
 - *Attended the Fulton County Hospital Foundation meeting—July 16*

Kudos

- Kudos to the Business Technology Division. They have already broken the enrollment record for any Fall semester!! We currently have 482 enrolled—the last record was 450! And we are not through registering yet!!
- Kudos to Karin Brown for passing her comps and receiving her Specialist Degree
- Kudos to Holly Ayers for passing her comps and receiving her Specialist Degree
- Kudos to Karla Rush for planning and arranging an informative seminar on Assessment

In our thoughts

For challenges of family or personal illness:

- Dr. DeLong's mother passed away July 16, 2008
- James Spurlock's Father-in-Law passed away July 23, 2008
- Pat Hess, part time help at Mountain View campus, for death of her father-in-law and step-daughter.
- Denny Elrod – father 's illness

Tentative discussion items for the next Board of Trustees meeting

- Four day class schedule for Spring 2009
- Review of updates and revisions to the Board Policy and Procedure manual
- Early Retirement policy
- Consideration of task force recommendations to update the Board Policy and Procedure manual.

Tentative action items for the next Board of Trustees meeting

- Personnel
- New Hires
- Consideration of President's contract extension through June 30, 2010

Monthly Financial Report (attached)

College Monthly Calendar (attached)

DRJ Closing Comments

- The summer has nearly come and gone. I did take a few days off in July and I met my son at the big rodeo in Cheyenne, Wyoming. We had a great time, he did well, but it was me and three cowboys in a camper for three nights.
- Faculty return on August 6, registration is the next week, and classes start on Monday August 18. A great amount of planning has gone on for the fall semester including some very good agendas for the full-time faculty meetings and the adjunct faculty meeting.
- We are scheduling an open house for the new building in Ash Flat on Monday, September 8th at 1:00 pm. I will send you a reminder.
- The next board of trustee meeting is scheduled for Thursday, September 18 at 4:00 pm in the board room of the John E. Miller room. I will make sure you have the board meeting information packet by September 11.
- Please contact with any questions, concerns, or comments at:
 - djohnston@ozarka.edu
 - Office: 870-368-2001
 - Cell: 870-368-2097

Ozarka College
 Unrestricted Current Funds
 July 1, 2008 thru July 31, 2008

	Approved 2008 - 2009 Budget	Revised 2008 - 2009 Budget	Actual Month to Date Revenue/Expense	Actual Year to Date Revenue/Expense	Budgeted Balance to Collect or Balance to Expense	Percentage Realized To Date
Revenues:						
Tuition & Related Fees	1,917,300	1,917,300	52,898	52,898	1,864,402	2.76%
Program & Course Related Fees	128,000	128,000	5,505	5,505	122,495	4.30%
Testing Services	16,500	16,500	95	95	16,405	0.58%
Sales Tax Proceeds	242,300	242,300	23,490	23,490	218,810	9.69%
Interest Income	22,200	22,200	2,025	2,025	20,175	9.12%
Other Income	38,800	38,800	7,913	7,913	30,887	20.39%
General Revenue	2,779,700	2,779,700	239,838	239,838	2,539,862	8.63%
Workforce 2000 Funding	1,012,000	1,012,000	90,391	90,391	921,609	8.93%
Auxiliary Income - Cafeteria	53,600	53,600	1,485	1,485	52,115	2.77%
Auxiliary Income - Bookstore	615,400	615,400	5,593	5,593	609,807	0.91%
Auxiliary Income - Preschool	110,200	110,200	15,258	15,258	94,942	13.85%
Carryover Funds - Previous Years	115,000	115,000			115,000	0.00%
Unrecognized Income/Waivers & Scholarships	<u>250,000</u>	<u>250,000</u>		<u>2,580</u>	<u>247,420</u>	1.03%
Total Unrestricted Revenues	<u>7,301,000</u>	<u>7,301,000</u>	<u>444,491</u>	<u>447,071</u>	<u>6,853,929</u>	<u>6.12%</u>
Expenses:						
Regular Salaries	3,311,400	3,311,400	267,128	267,128	3,044,272	8.07%
Extra Help Salaries	156,700	156,700	14,668	14,668	142,032	9.36%
Fringe Benefits	1,394,000	1,394,000	91,743	91,743	1,302,257	6.58%
Supplies & Services	1,391,800	1,391,800	220,605	220,605	1,171,195	15.85%
Travel	82,200	82,200	6,190	6,190	76,010	7.53%
Utilities	335,700	335,700	25,273	25,273	310,427	7.53%
Capital Outlay	14,100	14,100	0	0	14,100	0.00%
Transfer to Debt Retirement	27,500	27,500	6,865	6,865	20,635	24.96%
Bond Payments	191,600	191,600			191,600	0.00%
Institutional Scholarships & Waivers	250,000	250,000			250,000	0.00%
Contingency	<u>146,000</u>	<u>146,000</u>		<u>2,580</u>	<u>143,420</u>	1.77%
Total Unrestricted Expenditures	<u>7,301,000</u>	<u>7,301,000</u>	<u>632,472</u>	<u>635,052</u>	<u>6,665,948</u>	<u>8.70%</u>
			Net Income or (Loss)	(187,980)		

Ozarka College
 Restricted Funds
 July 1, 2008 thru July 31, 2008

	Approved 2008 - 2009 Budget	Adjustments to 2008 - 2009 Budget	Revised 2008 - 2009 Budget	Actual Month to Date Revenue/Expense	Actual Year to Date Revenue/Expense	Budgeted Balance to Collect or Balance to Expense	Percentage Realized To Date
Revenues:							
Student Aid Revenues							
AR Challenge Awards	60,000		60,000			60,000	0.00%
AR Workforce Improvement Awards	47,500		47,500			47,500	0.00%
Federal Work Study	50,000		50,000			50,000	0.00%
Academic Competitiveness Grant	10,000		10,000			10,000	0.00%
PELL Grant	2,500,000		2,500,000	54,481	54,481	2,445,519	2.18%
SEOG Awards	30,000		30,000			30,000	0.00%
Student Loans	2,800,000		2,800,000	29,326	29,326	2,770,674	1.05%
Miscellaneous Scholarships			<u>0</u>	<u>4,500</u>	<u>4,500</u>	<u>(4,500)</u>	<u>0.00%</u>
Student Aid Revenues	5,497,500	0	5,497,500	88,307	88,307	5,409,193	1.61%
Federal Grant Revenues							
Career Pathways Initiative	265,000		265,000	23,707	23,707	241,293	8.95%
Carl Perkins	87,357		87,357			87,357	0.00%
Correctional Grant	6,400		6,400			6,400	0.00%
Department of Justice Grant	2,500		2,500			2,500	0.00%
Direct & Equitable Grant	125,396		125,396			125,396	0.00%
Partners In Care	168,102		168,102			168,102	0.00%
TRIO Grant	<u>265,045</u>		<u>265,045</u>			<u>265,045</u>	<u>0.00%</u>
Federal Grant Revenues	919,800	0	919,800	23,707	23,707	896,093	2.58%
State Grant Revenues							
AR Collegiate Drug Educaiton Program Grant			0			0	#DIV/0!
Empowering Older Adults	12,500		12,500			12,500	0.00%
Adult Basic Education Grant	12,000		12,000			12,000	0.00%
Special Projects Grant			0			0	#DIV/0!
General Adult Education Grant	<u>292,523</u>		<u>292,523</u>			<u>292,523</u>	<u>0.00%</u>
State Grant Revenues	317,023	0	317,022	0	0	0	0.00%
Total Restricted Revenues	6,734,323	0	6,734,322	112,014	112,014	6,305,286	1.66%

Expenditures:

Student Aid Expenditures							
AR Challenge Awards	60,000		60,000	0	0	60,000	0.00%
AR Workforce Improvement Awards	47,500		47,500	0	0	47,500	0.00%
Federal Work Study	50,000		50,000	1,256	1,256	48,744	2.51%
Academic Competitiveness Grant	10,000		10,000	0	0	10,000	0.00%
PELL Grant	2,500,000		2,500,000	55,559	55,559	2,444,441	2.22%
SEOG Awards	30,000		30,000	0	0	30,000	0.00%
Student Loans	2,800,000		2,800,000	58,840	58,840	2,741,160	2.10%
Miscellaneous Scholarships			<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Student Aid Expenditures	5,497,500	0	5,497,500	115,656	115,656	5,381,844	2.10%
Federal Grant Expenditures							
Career Pathways Initiative	265,000		265,000	23,001	23,001	241,999	8.68%
Carl Perkins	87,357		87,357	875	875	86,482	1.00%
Correctional Grant	6,400		6,400	456	456	5,944	7.13%
Department of Justice Grant	2,500		2,500	0	0	2,500	0.00%
Direct & Equitable Grant	125,396		125,396	52	52	125,344	0.04%
Partners In Care	168,102		168,102	651	651	167,451	0.39%
TRIO Grant	<u>265,045</u>		<u>265,045</u>	<u>11,789</u>	<u>11,789</u>	<u>253,256</u>	<u>4.45%</u>
Federal Grant Expenditures	919,800	0	919,800	36,824	36,824	882,976	4.00%
State Grant Expenditures							
AR Collegiate Drug Educaiton Program Grant			0	0	0	0	#DIV/0!
Empowering Older Adults	12,500		12,500	0	0	12,500	0.00%
Adult Basic Education Grant	12,000		12,000	0	0	12,000	0.00%
Special Projects Grant			0	0	0	0	#DIV/0!
General Adult Education Grant	<u>292,523</u>		<u>292,523</u>	<u>15,255</u>	<u>15,255</u>	<u>277,268</u>	<u>5.22%</u>
State Grant Expenditures	317,023	0	317,023	15,255	15,255	301,768	4.81%
Total Restricted Expenditures	6,734,323	0	6,734,323	167,735	167,735	6,566,588	2.49%



Logout

Names

Financials

Systems

Reports

Systems
Activities
Activities: Add By Group
Calendar: Scheduler
Change Password
DE Constituent Rating
DE Funds
DE Giving Level
DE Pledge Activities
DE Pledge: TCodes Mapping
DE Pledges by Event
Email/Text Message: Bulk
Events
Parking: Search
Table Maintenance

Calendar: Scheduler

Month View	Day View	Room Finder	New Event			
« Previous Month	August 2008					Next Month »
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 (m) 10:00 AM MV Arkansas Craft School Board Mtg.	5 (p) 11:45 AM Melbourne Chamber of Commerce (p) 5:00 PM Mountain View Area Chamber of Commerce	6 Last Day to Drop and Receive a "W" Reporting Day for Faculty (Faculty Development/In- Service Day)	7 (m) 8:30 AM Wikis Final Exams	8 (p) 8:30 AM Co-op Workshop (m) 1:15 PM Student Success Instrs. Mtnng. Final Grades Due	9 (p) 3:00 PM McClure/Jones Wedding Reception
10 (p) 10:00 AM Webb Reunion	11 (p) 9:00 AM Kuder Testing and Career Counseling at Mtn. View	12 (p) 9:00 AM Kuder Testing and Career Counseling at Ash Flat	13 (p) 8:00 AM Kuder Testing and Career Counseling at Melbourne	14	15 (m) 11:00 AM AHEC Advisory Meeting	16
17	18 Day and Evening Classes Begin Orientation- Online Classes (3:30 p.m.)	19	20	21	22	23
24	25 (p) 11:00 AM Money Management Fair - Ash Flat	26 (p) 11:00 AM Money Management Fair - Melbourne	27 (p) 11:00 AM Money Management Fair - Mountain View	28	29	30
31						

Event Codes:

- (k) - Catering
- (c) - Class - Off Schedule
- (f) - Foundation
- (h) - Hidden
- (m) - Meeting
- (p) - Public
- (s) - Student Activities

** REQUIRED
Ozarka College
Copyright© RJM Systems, Inc. 1997-2008

Significant Accomplishments Spring 2008

Administrative/Governance

- Significant progress on the construction of the building in Ash Flat, renovation of the old LPN building on the Melbourne campus, and renovation of the kitchen facilities.
- Planned and implemented the new Student Success Center. Jennifer Miller, the Student Success Specialist, relocated to the old learning center. The primary functions of the center are academic coaching/tutoring, career counseling, job placement, and other retention efforts.
- All employees participated in the planning process for 2008-2009 during January and early February.
- All employees were involved in the budgeting process for 2008-09. Budgets for 2008-09 completed by late March.
- The College Effectiveness committee continues to monitor assessment activities. A primary accomplishment this past year was the development of a detailed assessment calendar. The committee is charged with ensuring these assessment activities occur and are documented.
- This was the second year that all employees participate in the professional review process. The reviews highlight goal development, past goal accomplishment, as well as job function accomplishment. These were completed prior to the March board meeting.
- In addition to the Ozarka College professional review process, all classified employees will also be evaluated according to OPM guidelines for participation in the OPM merit pay plan. Trained supervisors that conduct these evaluations.
- Approval from ADHE Coordinating Board for two 30 credit hour technical certificates: Health Professions and Early Childhood Education.
- Approximately 30 Ozarka personnel volunteered at the Red Cross Relief Center
- Graduation exercises honored a record number of completers of degrees and certificates.

Instruction

- Significant in-service conducted for staff and faculty
- Revamped Advising process
 - Created Early Alert process to enhance proactive advising
- Worked with Mountain View High School in the creation of a Career Technology Center
- Worked with Arkansas Craft Guild to develop credit curriculum
- Faculty Appreciation Dinner
- Participated in writing a Perkins grant with the North Central Arkansas Education Consortium
- Advisory committee meeting and dinner

Student Services/Enrollment

- Ron Helm, Marilyn Teague, and Blake Nicholson were instructors for the North Central Unit in Calico Rock for the Spring 2008 semester.
- Ozarka College tied fall's record enrollment for the spring 2008 semester with 1209 students and 793.00 FTE's.
- College Transfer Day – sponsored by TRiO (Student Support Services)
- Student Seminar – sponsored by TRiO
- CCSSE - Judy Sharp, Assessment Coordinator conducted the Community College Survey of Student Engagement.
- Public School Recruitment – Zeda Wilkerson, Director of Admissions has recently visited the schools in our four county service area.
- ACT – Judy Sharp and Ron Helm administered the ACT

Finance/Fiscal

- The first Pell disbursement was January 31, 2008. Approximately \$1.2 million was distributed to more than six hundred students.
- The IPEDS Human Resources Survey for the 2007-2008 year was completed and submitted.
- Bids opened for the Administration and Nursing Building Renovation project.
- Annual audit for the 2007 fiscal year.

Advancement/Community

- New endowment fund set up for Dixon Endowment.
- Participated in scholarship awards for single parent scholarships.
- College catalog (2008-09) proofed, formatted and printed.
- Submitted proposal for customized training partnership with Arkansas Craft Guild.
- Offered computer training course for White River Agency on Aging.
- Career Pathways funding increased by \$2500 for student support.
- New mission statement plaques placed in campus facilities.
- Conducted board member orientation for new Foundation Board members.
- Completed IRS contribution reporting to Foundation contributors.
- New billboard design created and implemented for 2008
- Real Estate Continuing Education Course co-sponsored with First National Banking Company
- New endowment created by Jane and Oscar Crofford
- Take It To The Limit Concert on Feb 28th fundraiser for the Foundation
- Scholarship Committee awarded five institutional scholarships from the Foundation for spring (\$1500 total)
- Stone County Resource Council contributed an additional \$10,000 to their current endowment
- Advancement staff assisted with storm relief efforts in Izard and Sharp Counties, collected supplies for displaced families, assisted students to replace supplies and textbooks & donated items and man hours to the county relief centers.
- High School sponsorships for schools in our service area have been completed.
-

Planning/Grants

- Perkins
 - Opened the Student Success Center this semester on a limited basis.
 - The Student Success Specialist wrote and received a grant for Drug Education for the college for \$2000.
 - The Perkins Grant funded three Ozarka persons (J. Miller, R. Helm, J. Stirling) to travel to Seattle to attend a Noel-Levitz seminar.
 - The Perkins Grant funded a webinar series on Advising/Retention
- Partners for Care
 - Eight CNA students who completed Health Skills courses in the fall sat for the CNA licensure exam and all eight passed.
 - Tamra Bevill is working with White River Medical Center in Ash Flat to provide a phlebotomy internship for students who complete her phlebotomy class and are interested in becoming certified. WRMC is happy about having a potential pool of trained phlebotomists.
 - This spring the grant provided scholarships for 19 continuing LPN students in Ash Flat, 37 continuing high school students and 8 new Ozarka CNA students.
 - Four of the eight CNA students who finished last semester have found jobs already
 - The grant purchased a SIM Man (programmable dummy patient) for the Ash Flat nursing program
- DOJ
 - Continues to serve students who are victims of domestic violence
 - Visited all College Success Classes to educate on Sexual Assault, Domestic Violence and Stalking
 - Received approval for July-December 2007 report submitted in January 2008
- Planning 2008-2009 – Planning for the next fiscal year is completed
- Joan Stirling presented at the HLC/NCA conference in April explaining the Ozarka planning process and submitted a paper that was published with the meeting's collection of papers.
- Planning 2008-2009 has occurred and Administrative Council members are taking turns inputting planning into the shared document on the I drive
- The college sent six persons to a NCA/HLC workshop in Kansas City to jump start the Self-Study process. Those participating were Mike DeLong, Karla Rush, Holly Ayers, Bettie Estes, Rodney Williams and Joan Stirling. The proposed timeline for the Self-Study will be finalized and initial planning will take place.
- Arbor Day celebrations held on each campus
- Crisis Manual – Completed and waiting approval for “Working Draft” release

Information Systems

- Installed load balancer on myOzarka to balance traffic across multiple servers and provide redundancy.

- Changed the routing policies on Melbourne to increase the overall performance of the network.
- Increased the capacity of the Melbourne network to handle the increased traffic requirements of the wireless customers.
- Installed two transparent spyware/virus/web filters, currently only scanning Ash Flat and Mt View traffic. A third device is in the process of being built for the Melbourne Campus.
- Installed MetroEthernet for the Melbourne and Ash Flat campuses. This gives us increased bandwidth between the campuses and allows us the room to increase the bandwidth with a phone call to CenturyTel. Another benefit of MetroEthernet is it allows us to triple our internet bandwidth at about 1/2 the cost of our current T1 solutions.
- Installed a DSL line in Mt View to reduce the non-essential traffic between the Mt View campus and Melbourne.
- Migrated the MIP software package to a virtual machine and upgraded it to version 9.0. The virtual machine allows us to take snapshots of the system and transfer those to Ash Flat on a more frequent basis. The version 9 upgrade changed the user interface and how tax reporting is handled.
- Worked with the business office on completing the 1098t and W2 reports.
- Changed the file format and player for the Archived lectures in myOzarka.
- Built an application in Flex that allowed us to add the ability for each instructor to use a webcam and record their own lectures or instructions directly into their courses.
- Installed computers in the resource room at Mt View. This was a direct result of student feedback.
- Cleaned out the computers and tables in C114 to make room for the Student Success center.
- Replaced the file server at Ash Flat with a new piece of equipment.
- Migrated all of the files over from the old file server and configured two-way file replication for all user directories. An identical server is being installed at both Mt View and Melbourne.
- Updated the search engine for the library's books to allow for free text inputs
- Added Library of Congress lookups to the library's management software
- Added First-time Full-Time enrollment comparison features to Sonisweb for Student Success center
- New televisions in dining room
- Replaced faulty switch at Mt View campus
- Created Financial Aid instructional DVD for College Success courses
- Replaced Printers in Business Offices
- Replaced monitor in Payroll Office
- Added two additional phone lines in Ash Flat and replaced bad ports from storm damage
- Installed lightening protection in Maintenance, Grounds, and the Kids Academy
- Installed laser color printer/copier/scanner/fax in Nursing Department
- Joined projectHoneyPot.org

- Added wireless phones for both Grounds and Maintenance
- Installed additional computer in maintenance for the staff
- Updated budget software to allow for new changes implemented by the Business Office

Physical Plant/Maintenance/Grounds

- Durastone style tile was laid throughout the Day Care
- The ladies restroom in the back of the Main building was repainted and new fixtures were installed
- Grounds cleaned up along with pruning of trees and shrubs.
- Two new sidewalks have been added to the south east entrance of the Miller Building.
- Retaining wall along the sidewalks (landscape block) back filled with top soil.
- At the Culinary Arts entrance of the Miller building, a section of the side walk was ripped up and replaced and re-guarded. Underground drains were also installed. This should prevent any future storm water entering the building.
- We are still organizing the back part of the grounds building and have taken more to M&R.
- We have had to do some storm related projects, mostly just a lot of clean up at Mt. View. The fence was blown down at the Melbourne Campus. It has been repaired and looks good.
- We had to saw out a section of concrete at the Miller building and tie in to another drain line. This should stop the flooding once and for all.
- The sod has been put down at the south east entrance of the Miller building, come spring time this should look really good.
- We have placed three metal outdoor benches in front of the Miller building. After positive input on campus they were bolted down.
- A few more items have been taken to M&R.
- We are still pruning trees and shrubs and transplanting some to better locations.
- John Brown Construction Co. has started on the renovation of the old student center for the relocation of the Bookstore and Career Pathways.
- Plans for a new roof for the Main building were designed by Rico Harris of Harris Architecture.
- There was some minor damage to the Mt. View campus building. The repairs were done in house by the Physical Plant staff.

Other

- Personnel changes/additions for Spring 2008 include:

Resignations

- Amanda Bledsoe, Career Pathways Intake Specialist
- J. R. McConnaughay, Food Service Worker
- Samantha Thornsberry, English Instructor (Relocation)
- Cheryl Moore, Secretary I – Mt. View (Health reasons)

New hires

- Charlotte Knox, Career Pathways Intake Specialist

- Donna York, Secretary I – Mt. View
- Chris Loarch – English Instructor
- David Mitchell – Science Instructor
- Ozarka College has hosted many events and activities including:
 - Financial Aid workshop for area highs schools
 - High School Business Competition
 - Voter Poll location
 - Arkansas Career Readiness Certificate Forum
 - Real Estate Continuing Education Course
 - TRiO Transfer Day
 - American Red Cross Blood Drive Mountain
 - TRiO Student Seminar
 - Foundation Concert – Take it to the Limit – Tribute to the Eagles
 - Radiology Technology Continuing Education Seminar
 - Foundation Board Meeting
 - Arbor Day Celebrations in Mt. View, Melbourne, Ash Flat
 - PTK Induction
 - Ambassador Luncheon
 - Board of Trustees Meeting
 - Electricians Continuing Education Seminar
 - Foundation Spring Gala
 - Faculty Appreciation Dinner
 - Culinary Arts Valentine’s Day Dinner
 - Advisory Dinner
 - College Update
 - Retirement Celebration for J.R. McConnaughay
 - White River Area Agency on Aging computer training for the elderly
 - Arkansas Center on Aging Seminar
 - U.S. Social Security on-line training in the computer lab.
 - Red Cross Blood Drive
 - Arkansas Craft Education Council Board meeting
 - Financial Aid Workshop co-sponsored by OC and Simmons
- Dr. Johnston has continued relations, developed new relationships, or participated in the following:
 - ADHE Executive Council
 - Legislative committee on Graduation/Retention
 - Career Readiness Certificate Forum
 - ADHE Trustee Conference
 - Higher Learning Commission/North Central Association
 - AATYC Presidents/Chancellors
 - Arkansas Department of Higher Education
 - Arkansas Higher Education Coordinating Board
 - Ozarka College Foundation Board
 - State Senator Paul Miller
 - State Representative Ed Cooper

- State Representative Currin Everett
- North Central Education Coop Service Center
- Melbourne Chamber of Commerce
- Melbourne mayor
- Melbourne City Council
- Izard County Judge
- Izard County Sherriff
- Melbourne public schools officials
- Mountain View Chamber of Commerce
- Salem Chamber of Commerce
- Spring River Chamber of Commerce
- Ash Flat mayor
- Ash Flat City Council
- Cherokee Village City Council
- Mammoth Springs Tree City USA
- North Central Arkansas Economic Development Board
- Stone County Youth Leadership Program
- Stone County Judge
- Mountain View mayor
- Pioneer Days Rodeo Committee
- Area Health Education Center