

President's Report
To the Board of Trustees
February 1, 2009

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

- February 5 Ransom of Red Chief—play sponsored by Drama Club—1 0:00 am
- February 7 ACT administered by Judy Sharp and Ron Helm
- February 12 Culinary Night—Valentine's Dinner
- February 16 American Red Cross Blood Drive—Mountain View—9:00 am
- February 19 American Red Cross Blood Drive—Melbourne—8:00 am
- February 20 Dr. Johnston's last day on campus
- February 27 Student Seminar (Sponsored by TRiO)—9:00 am
- March 2 Foundation Board Meeting

Ozarka College Events

- January 12 Spring semester classes began
- January 22 Special Called Board of Trustees meeting
- January 26 11th Day

College Governance

- All components of the college are finalizing planning for 09-10. The planning that is accomplished will drive changes to the budget as the budget process begins in March.
- The budget for 09-10 will see very little change from 08-09. Even with the growth that has occurred at Ozarka College, it appears there will not be any new funds appropriated due to declines in a funding component called Workforce 2000 funds. The Workforce 2000 funds were earmarked several years ago as a funding source for several community colleges. These funds are generated from state corporate taxes which have declined this past year. Ozarka College is in great financial condition and can absorb this small decrease for the next biennium.
- Senator Miller, Representative Ed Cooper, and Representative Curren Everett are proposing several General Improvement Fund bills for Ozarka College. These include possible funding for capital improvements which would assist with a building project in Mountain View once a sales tax is passed to support the college and possible funding to support the off-campus nursing programs.
- All employees are participating in the annual professional review process which goal setting for next year as well as evaluation of job performance and goal attainment this past year.
- Many students have made positive comments about the pilot four day class schedule. Comments include being able to work more and attend classes, less money spent on travel, and the expanded schedule itself. The Friday activities for faculty and staff have proven very beneficial for committee meetings, planning and assessment activities, as well as continued work on the upcoming accreditation process. A schedule of Friday activities is attached for your information.
- The minutes of the January 22 meeting are also attached to this report. The minutes include the search committee approved by the board.

Instruction

- Held the Spring 2009 Staff and Faculty In-Service on January 5
 - Updates from all campus areas

- Discussed the upcoming NCA visit, Assessment, Advisement, and Effective Teaching
- Held Adjunct Faculty Orientation on Jan.7th
- Went to ASU-Mountain Home with Michelle Cooper to discuss a partnership with ASU in the mid-level teacher training area (Bachelors program). Students who are accepted into the program will take ITV classes here, traditional classes at ASU-MH, and class work at ASU-Jonesboro to complete a Bachelors degree in teaching.

Ash Flat Campus

- Each Tuesday the TRiO Student Support Services Department holds "TRiO Tuesdays" in which they conduct a relaxed Q & A session in the student center covering topics such as financial aid, study skills, time management, and career goals.
- January 7 Ozarka College conducted its new student orientation.
- January 12 Ozarka College conducted its on-line orientation.
- January 15 ASU Childhood Services held a seminar for area childcare providers.
- January 22 Highland High School used the lecture hall to conduct the Explore Test for their 8th grade class.
- January 26 The Red Cross held a blood drive.

Mountain View Campus

- Each Tuesday the TRiO Student Support Services Department holds "TRiO Tuesdays" offering some kind of mini workshop/ activity.
- Dec. 1 ACS Program Planning Committee 10:00 am MV Campus
 - Dec. 2 Mountain View Area Chamber of Commerce Meeting (MVACC); 5:00 pm
 - Dec. 3 Holiday Open House ; noon – 2 pm; 120 in attendance
 - Dec. 10 Stone County Youth Leadership Meeting- Leadership and Your Financial Future, 9:00 am – 2:00 pm MV Campus
- Jan. 5 – 9 open registration
- Jan. 8 New Student Orientation; 10:00 am; 25 in attendance
- Jan. 8 and 9 45 new Dell computer and monitors installed for students and staff; plus 10 printers; 2 color printers and in the classrooms ceiling mounted projectors (6) installed and new server allowing for faster access.6
- Jan. 12 day and evening classes begin for the spring semester
- Jan. 21 Stone County Youth Leadership Program Leadership, Budgeting and Volunteerism; 9:00 am – 10:30 am; follow up board meeting at 2:30 pm

Student Services/Enrollment Information

- Ozarka College has record spring enrollment. In addition, we have secured an all time record for FTE's.
- Zeda Wilkerson, Director of Admissions has scheduled high school visits during the month of February.

Advancement/Workforce/Community Service

- Level two equine class began in January
- Two additional quilting classes set for March/April
- Horseshoe Bend Senior Center hosting active living course in cooperation with the fitness center
- Mailed statements to contributors to Ozarka Foundation for tax purposes
- Participated in Southern Growth Policy Board forum hosted by UACCBatesville

Grants/Planning/Special Projects

- Planning - The planning process for 2009-2010 has begun and will continue through January and February.

- Partners - There are 53 high school students taking CNA classes at no cost to the student this semester and 19 LPN students who each received a \$200 scholarship through the grant.
- HLC/NCA - The steering committee will continue meeting monthly this semester and the subcommittees will begin to meet monthly. Data collection for writing the self-study will begin in the fall with the first draft for the self-study scheduled to be complete by the end of January 2010. The scheduled visit by the HLC/NCA visiting team is for November 15 through November 17, 2010.

Finance/Auxiliary Services

- The following IRS related information was provided to taxpayers during the month:
 - W-2s
 - 1098-T
 - Receipts for total childcare fees paid to Ozarka Kids Academy during the year.
 - Receipts for donations made to the Ozarka College Foundation during the year.
- Approximately 200 students have signed up for direct deposit of their financial aid refund checks. This is a new service that we are offering for the first time this semester.
- The IPEDS Human Resources Survey for the 2008-2009 year was completed and submitted this month.

Information Systems

- For the month of January Information Systems had 64 work orders generated and 44 closed and there are 20 work orders currently open for January.
- Information Systems ordered and replaced 45 computers for the Mountain View Campus also replacing the server and adding local file storage for students and faculty. The files are mirrored in Melbourne and Ash Flat.
- Information Systems scheduled archived lectures and compressed video dialers for the Spring Semester.

Physical Plant/Grounds

- Replaced ceiling tiles throughout the main building after the new roof was installed.
- Painted office space in the main building due to water damage.
- Maintenance has been completed on the heating units.
- New mulch was added to the Daycare play ground to meet state requirements.
- Pruning of all Crape Myrtles, shrubs and trees.
- All equipment has been serviced and minor repairs have been made.
- All lawns have been groomed and leaves mulched.
- New mulch has been placed around trees.
- Wooden picnic tables have been moved up in the wooded area by daycare.
- A new concrete slab was also poured in the play ground area to meet state requirements, along with removal of a section of fencing.
- We are in the process of replacing the wooden tables with metal tables and benches, along with the trash containers.
- All wooden tables were treated with stain along with the wooden fence outside the kitchen.

Personnel

New hires for consideration at the next Board of Trustees meeting

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Resignations

- Linda Taylor, Culinary Arts Instructor

Searches

- Presidential Search—application deadline is March 1

Travel/College Representation

- *Dusty R. Johnston*
 - *New student orientation—January 7—Ash Flat*
 - *New student orientation—January 8—Mountain View*
 - *ADHE Executive Council—January 13—Little Rock*
 - *Stone County Resource Council—January 26—Mountain View*
 - *ADHE Coordinating Board—January 29-30—Little Rock*
- *Dr. Mike DeLong*
 - *AAT Meeting with Michelle Cooper—January 16—ASU—Mountain Home*
 - *Arkansas Craft School Reception —January 24—Mountain View*
 - *Coordinating Board Meeting—January 29-30—Little Rock*
- *Gin Brown*
 - Dec. 9 ArkACRAO Executive Board Meeting; ASU-Beebe; 10:30 am; Gin serves as secretary
 - Dec. 11 Stone County Assessment Meeting; Judge Avey's Office; 9:00 am
 - Jan. 22, 23, & 24 Ark Craft School workshop, Thrive-Not Merely Survive, Ozark Folk Center; 35 art and craft artisans and gallery owners and managers from across the state attend.
 - Jan. 27 Stone County Assessment Meeting; Judge Avey's Office; 9:00 am

Kudos

- Congratulations to Melissa Martin and Bruce Dietsche for having an endowed scholarship named in their honor
- Stone County Community Resource Council for believing in the students that attend Ozarka College and giving the 3rd \$10,000 endowed scholarship. You are GREAT.
- Scott Pinkston, Chaney Coleman, Eric Booth and Drexene Winey for installing the 45 new computer and other equipment on the Mountain View Campus....Thank you from the students, staff and faculty
- Kim Lovelace for assisting with SCYL Program Leadership, Budgeting, and Volunteerism
- The Business Technology Department has an all time record enrollment in classes of 710 students. This is an increase of 64 students over the last highest enrollment semester.
- The ARNEC RN pass rate for the class that graduated in December 2008 is at 94.4% for Ozarka's portion of the consortium. 18 graduated and 17 passed on their first testing.

In our thoughts

For challenges of family or personal illness:

- Rex Whitfield's father passed away
- Libby Cone's mother passed away
- Tracie Morris's husband has been ill
- Brenda Morris' grandmother passed away
- Laura Lawrence – birth of son
- Michelle Gray – birth of daughter
- Richard Williams – birth of daughter

Tentative discussion items for the next Board of Trustees meeting

- Employee Professional Reviews
- Budget update

- President position search process

Tentative action items for the next Board of Trustees meeting

- Consideration to hire administrators, faculty, and staff for the 2009-10 school year
- Consideration to approve the end of month and year to date financial report

Monthly Financial Report (not included due to inclement weather)

College Monthly Calendar (attached)

DRJ Closing Comments

- The Stone County Resource Council donated another \$10,000 for student scholarships. This is a total of \$30,000 the group has donated the past two years. I am excited that they are so supportive of the scholarship efforts of Ozarka College and the efforts of the Mountain View campus.
- The legislative session is in full swing. As state earlier, our legislators are trying to support additional funding for the college. The funds this session are very limited. If you see one our legislators, tell them thanks for their support.
- Please contact with any questions, concerns, or comments at:
 - djohnston@ozarka.edu
 - Office: 870-368-2001
 - Cell: 870-368-2097

Calendar: Scheduler

Systems
Activities
Activities: Add By Group
Calendar: Academic
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

<input type="button" value="Month View"/> <input type="button" value="Day View"/> <input type="button" value="Room Finder"/> <input type="button" value="New Event"/>	<< Previous Month						February 2009						Next Month >>					
	Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday					
	1	2	3	4	5	6	7	8	9	10	11	12	13	14				
			(p) 5:00 PM MV Area Chamber of Commerece mtg. (c) 5:00 PM Equine CE Class	(p) 10:00 AM FCCLA Dist. Mtng.	(p) 8:00 AM Master Gardeners (p) 10:00 AM "Ransom of Red Chief"	(m) 11:00 AM CPEC Committee (p) 1:30 PM US Census Bureau Testing												
	8	9	10	11	12	13	14	15	16	17	18	19	20	21				
			(c) 5:00 PM Equine CE Class		(p) 11:30 AM Center on Aging Healthcare Seminar @ OC-AF				(p) 9:00 AM MV Am Red Cross Blood Drive	(c) 5:00 PM Equine CE Class		(p) 8:00 AM Blood Drive (p) 8:00 AM Master Gardener Seminar @ OC-AF	(m) 1:00 PM Self-Study Steering Committee (m) 1:00 PM Self-Study Steering Committee (m) 1:00 PM Self-Study Steering Committee					
	22	23	24	25	26	27	28											
			(p) 8:00 AM Arkansas Foundatin for Medical Care (c) 5:00 PM Equine CE Class			(p) 9:00 AM Student Seminar (p) 9:00 AM Student Seminar (p) 9:00 AM Student Seminar (m) 12:00 PM Safety Committee Meeting	(p) 12:00 PM Hollowell 50th Wedding Anniversary											

Friday Schedule

Assumptions:

1. All classified or professional staff will work a minimum of 40 hours per week or a minimum of 80 hours in a 10 work day period.
2. Any deviation to the Monday through Friday work week for classified or professional staff must be approved by the administrative supervisor and the President. An example would be the financial aid office being staffed from 8:00 am to 5:30 pm Monday thru Thursday might result in less hours being worked on Friday by financial aid staff. Campuses will continue to close at 3:30 pm on Fridays.
3. All full-time teaching faculty members will work a minimum of 30 hours per week on campus which includes class time, office time, preparation time, department meetings, division meetings, planning, assessment, and committee meeting time. Faculty are expected to participate in scheduled Friday activities and will schedule Friday prep time and office time to be available on the campuses.
4. Faculty will turn in a schedule of time to be approved by the Vice President of Academic Affairs.
5. Meetings and activities scheduled for Fridays will be of substance and provide for the continuous quality improvement of Ozarka College.
6. Approved regional, statewide, or national professional development activities conducted on Fridays are acceptable to meet Friday expectations.

Expected Schedule: ****Additional 8:00 am meetings may be scheduled as necessary.**

1st Friday of the Month

- 8:30 am Instructional Council
- 10:00 am Division meetings
- 11:00 am College Effectiveness
- 1:00 pm Self-Study Sub-committee meetings

2nd Friday of the Month

- 9:00 am Department Meetings for Planning, Assessment, etc.
- 10:00 am Faculty Council
- 11:00 am Task Forces/Committee meetings

3rd Friday of the Month

- 8:30 am Instructional Council
- 10:00 am Curriculum Committee
- 11:00 am Committee meetings
- 1:00 pm Self-Study Steering Committee

4th Friday of the Month

- 9:00 am Department meetings for Planning, Assessment, etc.
- 10:00 am Faculty Council
- 11:00 am Task Forces/Committee meetings

5th Friday of the Month (when it occurs)

- No specific meetings—but meetings may be scheduled as needed
- Faculty on campus 9-12

**Ozarka College Board of Trustees
Special Called Meeting
Minutes from January 22, 2009**

The Ozarka College Board of Trustees met on Thursday, January 22, 2009 at 4:00 pm in the John E. Miller room for refreshments and followed with a board meeting at 4:30 pm. in the board room. Board members Ben Cooper, Barbara Perryman, Bonnie Wyatt, Sharron Mathis, Paul Weaver and Dennis Wiles were present. Paul Balentine was unable to attend the meeting. College employees in attendance were Dr. Dusty R. Johnston, Karla Rush, Dr. Michael DeLong, Scott Pinkston, Ron Helm, Joan Stirling, Michael Orf, Michelle Gray, Tina Wheelis, Kim Whitten, and Nancy Dust. Also attending was Areawide Media representative Emily McIntosh.

Barbara Perryman, President, called the meeting to order at 4:33 p.m.

Minutes from December 18, 2008 were approved unanimously following a motion from Dennis Wiles and a second by Sharron Mathis.

Bonnie Wyatt made a motion for the board to enter executive session to discuss personnel issues. Paul Weaver seconded the motion. The board entered into executive session at 4:40 p.m. Executive session ended at 5:45 p.m.

The following action items were discussed and approved by the board:

- A. Consideration of appointment of interim president for Ozarka College.
Paul Weaver made a motion to appoint Tina Wheelis as the interim president for Ozarka College effective February 27, 2009. The compensation will be current salary plus \$4,500 per month. Bonnie Wyatt seconded the motion. The motion passed unanimously.
- B. Consideration of approval of the job description and brochure to be posted for the president's position.
Sharron Mathis made a motion to approve the job description and brochure for the president's position. Bonnie Wyatt seconded the motion. The motion passed unanimously.
- C. Consideration of appointment of a search committee for the president's position.
Dennis Wiles made a motion to name the following people to the search committee for the President's position.
 - Karla Rush, Chair and facilitator
 - Ben Cooper, Board of Trustee member and Izard County representative
 - Nancy Orr, Foundation Board member and Sharp County representative
 - Victor Vaughn, Fulton County representative
 - Gin Brown, Stone County representative
 - Tina Wheelis, Professional staff
 - Scott Pinkston, Information Technology staff
 - Ron Helm, Student Services staff
 - Nancy Dust, Classified staff
 - Libby Cone, Human Resources
 - Jeremy Nicholson, Faculty Council chairperson

- Rex Whitfield, Faculty member
- Student, SGA president if possible

Sharron Mathis seconded the motion. The motion passed unanimously.

Ben Cooper made a motion to adjourn the meeting. Paul Weaver seconded the motion. The motion carried.

Submitted by Nancy Dust