

President's Report
To the Board of Trustees
November 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

- Nov. 3 & 5 CAAP testing
- Nov. 4 American Red Cross Blood Drive at Mountain View
- Nov. 5 & 19 Gourmet Night by Culinary Arts
- Nov. 9 Spring Registration opens for currently enrolled students; all sites
- Nov. 9 ADHE Annual Board Training at North Little Rock
- Nov. 10 Special Board Meeting – 4:30 pm
- Nov. 13 Retirement reception for Libby Cone—1:00 pm
- Nov. 13 Small Business Management Seminar – Ash Flat
- Nov. 16 & 17 Interview Workshop by Student Success Center at all sites
- Nov. 17 International Day – Ash Flat
- Nov. 18 International Day – Melbourne
- Nov. 19 International Day – Mountain View
- Nov. 25 First President's Consultation Council Meeting
- Nov. 26 Thanksgiving Holiday
- Nov. 27 Potential Thanksgiving Holiday (Governor declared typically)

Ozarka College Events

- Oct. 3 District Fair Pageant held at Ozarka College
- Oct. 12 Grammar Workshop – Melbourne
- Oct. 13 Grammar Workshop – Ash Flat
- Oct. 14 Grammar Workshop – Mountain View
- Oct. 15 Continuing Education for Insurance Agents
- Oct. 18-20 AATYC Conference in Hot Springs
- Oct. 23 Fall Festival at Ozarka College—Melbourne
- Oct. 24 ACT Testing
- Oct. 26 TRiO Chili Cook-Off – Ash Flat
- Oct. 27 Ozarka College Planning Day
- Oct. 28 TRiO Chili Cook- Off – Mountain View
- Oct. 29 TRiO Chili Cook- Off – Melbourne
- Oct. 29 First meeting of the Staff Organization

College Governance

- Forming a President's Consultation Council to provide greater opportunity for shared governance and communication.
- Formed a Staff Organization that will provide further opportunities for communication and shared governance for the classified and professional staff. The President of the organization will have a seat on the President's Consultation Council.
- Several staff, faculty and administration members attended the Arkansas Association of Two-Year Colleges state conference in Hot Springs on Oct. 18-20. Staff members,

Jenny Miller, Holly Ayers, Deltha Shell, Drexene Winey, and Wanda McConnaughay presented seminars at the conference.

- Live music performance provided by Phyllis Harvell and Lesa Tantone at the Culinary Arts Gourmet Night.

Instruction

- Working with Melbourne Public Schools and Arkansas Department of Career Education to develop a Career Technical Center. Submitted a planning grant application (with the Melbourne Public School district) to the Career and Technical Education branch to explore the possibility.
- Working with the culinary instructors to change the application process to the program so it will be a more comprehensive, objective process.
- Updating the college assessment plan and developing an Institutional Research Board policy for Ozarka College.

Ash Flat Campus

- Every Monday and Wednesday GED Classes and Testing

Mountain View Campus

- Oct. 27 College Day, Timbo and Shirley High Schools toured campus

Student Services/Enrollment Information

- Area high school students (378) attended the Ozarka College Planning Day on Oct. 27, in the John E. Miller Education Complex.
- Judy Sharp and Ron Helm will administer the Compass Test at the following Fulton County locations: Mammoth Spring High School on Nov. 9 - Salem High School on Nov. 16 - Viola High School on Nov. 23
- Judy Sharp will administer the Compass Test to Melbourne High School students on Nov. 12.
- Hosted training event for Ozarka TRiO SSS tutors. The training session was conducted by Ronda McLelland.
- John Petersen conducted student transfer trips to Williams Baptist College, ASUMH-Jonesboro Programs, ASU Jonesboro, and UCA.
- TRiO Director Deltha Shell attended AATYC and participated as a presenter.
- TRiO completed and submitted their Annual Performance Report.
- Zeda Wilkerson, represented Ozarka College at several college fairs during the month of Oct., and will continue to make high school visits into Nov.
- The admissions office reports receiving over 80 more admissions applications for spring over this time last year.
- Wanda McConnaughay received the Outstanding Staff award at the AATYC Conference.

Advancement/Workforce/Community Service

- Hosted continuing education seminar for insurance agents on Oct. 15.
- Charlotte Knox was elected to the AATYC board, classified division.
- Nancy Dust assisted in organizing the AATYC conference as a current board member.
- Advancement staff was responsible for decorating for the academic all-star brunch at AATYC.

- Foundation tax return was completed with much assistance from Finance.
- Certified Nursing Assistant and Cake Decorating Classes started this month.
- All staff volunteered time to participate in the community Fall Festival.
- Employee fund drive completed with 78% participation on campus.

Grants/Planning/Special Projects

- Partners for Care - Grant personnel will request a no-cost extension to carry the grant out through Jun. 30, 2009, six months past the planned closing date of Dec. 31, 2009.
- Planning - A SWOT (Strengths, Weaknesses, Opportunities and Threats) is being conducted Nov. 13 from 8:00 - 10:30. This will be a precursor for a mini planning session in early Dec. for intermediate goals to carry us through more formal strategic planning later in 2010.
- Self-Study - Each of the committees for the Five Criteria will submit their draft of their criterion by Nov. 16, 2009. Joanna Fulbright, Joan Stirling and Mike DeLong will use the drafts of each criterion to produce the first draft of the entire Self-Study by sometime in Jan.
- Perkins Grant - a Perkins representative from NorthArk College visited the Ozarka College Student Success Center to gain ideas on student success to bring back to NorthArk.
- Fall Festival - Jenny Miller (grant writer and planner) and Tracy Cone (planner) conducted this event with over 516 persons in attendance.

Finance/Auxiliary Services

- The Official General Revenue Forecast for FY 2010 was revised during the month. This revision resulted in a decrease of \$67,449 in anticipated state funding.
- Reports completed and submitted during the month.
 - ADHE – 2009 Millage Survey
 - ADHE – Financial Reports
 - ADHE – Special Report/Health Insurance Plans
 - ADHE – Series 10 Reports
 - Dept of Education – IPEDS Survey/Institutional Characteristics 2008-2009

Information Systems

- Replaced faulty battery pack in APC ups unit.
- Replaced b/w copier/printer with color copier/printer.
- Provided data for fall IPEDS report.
- Prepared the fall ADHE submissions.
- Cleaned the computers in the Hall building.
- Installed a local call phone in the student center – Melbourne.
- Worked with Diversity committee to create their fall student survey online.
- Upgraded TRIO's student access software to latest vendor version.
- Upgraded the campus firewalls operating systems to latest versions.
- Attended the CFinNC conference held on the campus of North Carolina State-ColdFusion/Air/Flex Developers conference.
- Continued to work with faculty and staff in preparing for the self-study.
- myOzarka - added support for directed group announcements. Previously a general announcement was displayed to everyone.

- myOzarka - added support for self-correcting redundant login servers. It will cycle through a list of authentication servers instead of only relying on the load balanced ones

Physical Plant/Grounds

- Installed a new power source for the west end pole lights at Ash Flat. During construction of the new building, heavy equipment must have collapsed the conduit for those lights, and finally caused the electrical lines to short out.
- Assisted with the Fall Festival and College Planning Day with set-up, tear-down and clean-up.
- Applications for the Institutional Services Assistant position closed on Oct. 23rd. A committee has been assigned to five employees for interview for this position. We hope to have this person on board the second week of Nov.
- Cut out and repaired curbing at Ash Flat.
- Replaced landscape block used for retaining wall at Ash Flat.
- Replaced wooden boarder with block at Mt. View at the front of the building.
- Purchased and built metal storage shed for paper recycling at Melbourne.
- Purchased, planted tree, mulched and organized Oct. Arbor Day at Melbourne.

Personnel

- Searches
 - Institutional Services Assistant
 - Career Coaches

Travel/College Representation

- Dr. Richard Dawe
 - Toured Ash Flat Site with Stone County Judge, Stacy Avey; Mountain View Mayor, Jim Cash and Gin Brown – Oct. 1 – Ash Flat
 - Meeting with Gerald Cooper, Melbourne Schools Superintendent – Oct. 4 – Melbourne Schools
 - ADHE President's Council Meeting – Oct. 6 – Little Rock
 - Mammoth Spring Chamber (Speaker) – Oct. 8 – Mammoth Spring
 - Meeting with Representative David Cook – Oct. 13 – Ash Flat
 - Meeting with Gerald Cooper, Melbourne Schools Superintendent – Oct. 14 – Melbourne Schools
 - Interview with K-Kountry Radio Station – Oct. 15 – Thayer, MO
 - Meeting with Randy Zook – Oct. 16 – Ozarka College
 - AATYC Conference – Oct. 18-20 – Hot Springs, AR
 - Faculty Council Meeting – Oct. 23 – Ozarka College
 - Cherokee Village Lion's Club Meeting – Oct. 26 – Cherokee Village
 - Meeting with Greg Jackson, Mountain View Superintendent – Oct. 27 – Mountain View Schools
 - Career Coach meeting – Oct. 28 – Little Rock
 - Staff Organization meeting – Oct. 29 – Ozarka College
 - ADHE Coordinating Board Meeting – Oct. 29-30 – Fort Smith
- Dr. Mike DeLong
 - Meeting with the Melbourne Public School district – Oct. 5 – Melbourne

- Meeting with the Melbourne Public School district, John Davidson (Arkansas Career and Technical Education) and community officials – Oct. 14 – Melbourne
- AATY Conference – Oct. 18-20 – Hot Springs
- ARNEC Meeting – Oct. 28 – Little Rock
- ADHE Coordinating Board Meeting – Oct. 29-30 – UA Fort Smith
- Ron Helm
 - Attended the Career Coaches meeting – Oct. 28 – Little Rock
- Tina Wheelis
 - AACUBO Fall Meeting – Oct. 12 -13 – Jonesboro, AR
- Michelle Gray & Tina Wheelis
 - American Recover and Reinvestment Act Meeting – Oct. 28 – Little Rock, AR
- Karen Owens & Tina Wheelis
 - AATYC Conference – Oct. 18 - 20 – Hot Springs, AR
- Earlene Martz & Tina Wheelis
 - Human Resource Seminar – Oct. 21 – Little Rock, AR
- Earlene Martz
 - JP Farley Insurance Meeting – Oct. 23 – Little Rock, AR
- James Spurlock
 - AATYC Annual Conference – Oct. 18-20 – Hot Springs, AR
- Joan Stirling
 - Attended an organizational meeting as a committee member for improving student success – Oct. 13 – Melbourne High School
- Jenny Miller, Richard Williams, Joan Stirling
 - Attended and presented at the CSRDE Retention Conference – Sept. 29- Oct. 3 – Buffalo, New York
 - AATYC Conference – Oct. 18-20 – Little Rock. Jenny Miller presented at the conference.
- Gin Brown
 - Arkansas Association of Collegiate Registrars and Admissions Fall Conference at Rogers – Oct. 6-9 – Rogers, AR
- Nancy Dust
 - AATYC Conference (Board Member) – Oct. 17-20 – Hot Springs, AR
- Karin Brown, John Petersen, Ronda McLelland, and Shelia Titus
 - Attended AASAP annual conference. Karin Brown, Ronda McLelland and Shelia Titus presented in the breakout sessions – Oct. 11-13

Kudos

- Jenny Miller and Tracy Cone for a successful Fall Festival and to those who volunteered to help them!
- TRiO for hosting three outstanding Chili Cook-Off events!
- Students, faculty and staff for participation in the Bean Fest in Mountain View.
- Gin Brown for being elected as president elect for 2009-2010 for the Arkansas Association of Collegiate Registers and Admissions.
- Charlotte Knox for being elected to the classified staff division for the Board of Directors of the Arkansas Association of Two-Year Colleges
- Joanna Fulbright, Lynne Colles, and Jeremy Nicholson. They each hosted a Grammar Workshop and did a wonderful job.

- Wanda McConnaughay for receiving the Ozarka's Outstanding Staff award, Joanna Fulbright for receiving the Outstanding Faculty award, Chaney Coleman for receiving the Outstanding Alumni, and Jessica Wolford for receiving the Academic All-Star award at the AATYC conference.
- Tina Wheelis was appointed to the Arkansas Association of College and University Business Officers Board at the fall meeting.
- Kendall Morrison was elected Vice President of the Arkansas Association of Continuing and Adult Education Association.

In our thoughts

For challenges of family or personal illness:

- Ron Helm's Father-in-law passed away.

Tentative discussion items for the next Board of Trustees meeting

- Establishment of the President's Consultation council and the Staff Organization.

Tentative action items for the next Board of Trustees meeting

- Appoint Trustee Liaison to the Board for accreditation.

Monthly Financial Report (attached)

College Monthly Calendar (attached)

Dr. Dawe's Closing Comments

- The Arkansas Higher education Coordinating Board approved our Bond restructure and Mountain View Building construction during their Oct. 30 meeting in Fort Smith. They also provided me an opportunity to speak briefly about Ozarka College and then commented on the important work we are doing offering education in correctional facilities. The Bond initiative had unanimous support from the AHECB.
- The annual AATYC professional conference was well attended by Ozarka College and we had several staff and faculty presenting on various topics in their areas of expertise. It was my first AATYC conference and I must say how impressed I was with the conference as a whole and the contributions made by our wonderful faculty and staff.
- State revenues are down approximately two percent as has been well articulated by Governor Beebe in recent weeks. Due to sound leadership on the part of our Board of Trustees and solid fiscal management by our Vice President for Finance, we are in a sound position but will be looking at ways that will allow us to continue to maintain a conservative posture in the weeks and months ahead. This will not impact our Mountain View building plans and should have no direct impact on personnel. We will be prepared to make adjustments within the existing budget should we be called upon to tighten our belts further through the remainder of the fiscal year.
- Please contact with any questions, concerns, or comments at:
 - rdawe@ozarka.edu
 - Office: 870-368-2001

Ozarka College
 Restricted Funds
 July 1, 2009 thru October 31, 2009

| | Approved 2009 - 2010 Budget | Adjustments to 2009 - 2010 Budget | Revised 2009 - 2010 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 | 100,000 | | 100,000 | 1,250 | 57,875 | 42,125 | 57.88% |
| AR Workforce Improvement Awards | 47,500 | | 47,500 | 30,000 | 30,000 | 17,500 | 63.16% |
| Federal Work Study | 50,000 | | 50,000 | 5,050 | 11,835 | 38,165 | 23.67% |
| Academic Competitiveness Grant | 15,000 | A 2,375 | 17,375 | 17,375 | 17,375 | 0 | 100.00% |
| PELL Grant | 3,400,000 | | 3,400,000 | 8,625 | 1,994,282 | 1,405,718 | 58.66% |
| SEOG Awards | 30,000 | | 30,000 | 15,000 | 15,000 | 15,000 | 50.00% |
| Student Loans | 3,900,000 | | 3,900,000 | 1,067,186 | 2,066,588 | 1,833,412 | 52.99% |
| Miscellaneous Scholarships | | A <u>26,350</u> | <u>26,350</u> | <u>9,250</u> | <u>26,350</u> | <u>0</u> | <u>100.00%</u> |
| Student Aid Revenues | 7,542,500 | 28,725 | 7,571,225 | 1,153,735 | 4,219,306 | 3,351,919 | 55.73% |
| Federal Grant Revenues | | | | | | | |
| Career Pathways Initiative | 339,725 | | 339,725 | 80,204 | 121,949 | 217,776 | 35.90% |
| Carl Perkins | 93,333 | | 93,333 | | 29,165 | 64,168 | 31.25% |
| Correctional Grant | 6,400 | | 6,400 | 1,500 | 4,900 | 1,500 | 76.56% |
| TANF Grant | 105,119 | | 105,119 | | 1,598 | 103,521 | 1.52% |
| Direct & Equitable Grant | 125,396 | | 125,396 | | 25,000 | 100,396 | 19.94% |
| Partners In Care | 60,000 | | 60,000 | | 9,109 | 50,891 | 15.18% |
| TRIO Grant | <u>265,045</u> | | <u>265,045</u> | <u>19,327</u> | <u>83,041</u> | <u>182,004</u> | <u>31.33%</u> |
| Federal Grant Revenues | 995,018 | 0 | 995,018 | 101,031 | 274,763 | 720,255 | 27.61% |
| State Grant Revenues | | | | | | | |
| AR Collegiate Drug Education Program Grant | | B 2,000 | 2,000 | | 2,493 | (493) | 124.66% |
| Empowering Older Adults | 13,696 | | 13,696 | | 0 | 13,696 | 0.00% |
| Adult Basic Education Grant | 12,000 | | 12,000 | 9,000 | 12,000 | 0 | 100.00% |
| General Adult Education Grant | <u>292,366</u> | | <u>292,366</u> | <u>73,000</u> | <u>146,000</u> | <u>146,366</u> | <u>49.94%</u> |
| State Grant Revenues | 318,062 | 2,000 | 320,062 | 82,000 | 160,493 | 0 | 50.14% |
| Total Restricted Revenues | 8,855,580 | 30,725 | 8,886,305 | 1,336,766 | 4,654,561 | 4,072,175 | 52.38% |

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|--|--------------------------------|--------------------------------------|-------------------------------|--|---|---|-----------------------------------|
| Expenditures: | | | | | | | |
| Student Aid Expenditures | | | | | | | |
| AR Challenge Awards | 100,000 | | 100,000 | 1,250 | 57,875 | 42,125 | 57.88% |
| AR Workforce Improvement Awards | 47,500 | | 47,500 | 30,000 | 30,000 | 17,500 | 63.16% |
| Federal Work Study | 50,000 | | 50,000 | 6,799 | 18,634 | 31,366 | 37.27% |
| Academic Competitiveness Grant | 15,000 | A 2,375 | 17,375 | 17,375 | 17,375 | 0 | 100.00% |
| PELL Grant | 3,400,000 | | 3,400,000 | 8,625 | 1,996,125 | 1,403,875 | 58.71% |
| SEOG Awards | 30,000 | | 30,000 | 20,000 | 20,000 | 10,000 | 66.67% |
| Student Loans | 3,900,000 | | 3,900,000 | 1,064,492 | 2,061,663 | 1,838,337 | 52.86% |
| Miscellaneous Scholarships | | A 26,350 | 26,350 | 10,885 | 24,485 | 1,865 | 92.92% |
| Student Aid Expenditures | 7,542,500 | 28,725 | 7,571,225 | 1,159,426 | 4,226,157 | 3,345,068 | 55.82% |
| Federal Grant Expenditures | | | | | | | |
| Career Pathways Initiative | 339,725 | | 339,725 | 22,924 | 120,919 | 218,806 | 35.59% |
| Carl Perkins | 93,333 | | 93,333 | 7,576 | 22,967 | 70,366 | 24.61% |
| Correctional Grant | 6,400 | | 6,400 | 1,458 | 5,258 | 1,142 | 82.16% |
| TANF Grant | 105,119 | | 105,119 | 830 | 69,681 | 35,438 | 66.29% |
| Direct & Equitable Grant | 125,396 | | 125,396 | 7,064 | 21,871 | 103,525 | 17.44% |
| Partners In Care | 60,000 | | 60,000 | 3,669 | 37,261 | 22,739 | 62.10% |
| TRIO Grant | 265,045 | | 265,045 | 20,612 | 103,498 | 161,547 | 39.05% |
| Federal Grant Expenditures | 995,018 | 0 | 995,018 | 64,133 | 381,454 | 613,564 | 38.34% |
| State Grant Expenditures | | | | | | | |
| AR Collegiate Drug Education Program Grant | | B 2,000 | 2,000 | 1,230 | 1,230 | 770 | 61.50% |
| Empowering Older Adults | 13,696 | | 13,696 | 1,168 | 1,988 | 11,708 | 14.52% |
| Adult Basic Education Grant | 12,000 | | 12,000 | 2,480 | 12,000 | 0 | 100.00% |
| General Adult Education Grant | 292,366 | | 292,366 | 23,417 | 75,621 | 216,745 | 25.87% |
| State Grant Expenditures | 318,062 | 2,000 | 320,062 | 28,295 | 90,839 | 229,223 | 28.38% |
| Total Restricted Expenditures | 8,855,580 | 30,725 | 8,886,305 | 1,251,853 | 4,698,450 | 4,187,855 | 52.87% |

A - Adjustment for increased scholarship/financial aid awards

Ozarka College
 Unrestricted Current Funds
 July 1, 2009 thru October 31, 2009

| | Approved 2009 - 2010 Budget | Revised 2009 - 2010 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 | 2,067,747 | 2,067,747 | 136,431 | 1,131,604 | 936,143 | 54.73% |
| Program & Course Related Fees | 146,012 | 146,012 | 6,976 | 83,058 | 62,954 | 56.88% |
| Testing Services | 6,991 | 6,991 | 940 | 8,150 | (1,159) | 116.58% |
| Sales Tax Proceeds | 262,093 | 262,093 | 20,860 | 88,546 | 173,547 | 33.78% |
| Interest Income | 38,105 | 38,105 | 0 | 4,877 | 33,228 | 12.80% |
| Other Income | 45,324 | 45,324 | 871 | 23,834 | 21,490 | 52.59% |
| General Revenue | 2,922,452 | 2,922,452 | 207,268 | 977,414 | 1,945,038 | 33.44% |
| Workforce 2000 Funding | 1,000,385 | 1,000,385 | 91,363 | 365,454 | 634,931 | 36.53% |
| Auxiliary Income - Cafeteria | 52,287 | 52,287 | 8,564 | 22,021 | 30,266 | 42.12% |
| Auxiliary Income - Bookstore | 614,224 | 614,224 | 28,463 | 350,270 | 263,954 | 57.03% |
| Auxiliary Income - Preschool | 101,680 | 101,680 | 14,205 | 44,615 | 57,065 | 43.88% |
| Unrecognized Income/Waivers & Scholarships | <u>250,000</u> | <u>250,000</u> | | <u>139,080</u> | <u>110,920</u> | 55.63% |
| Total Unrestricted Revenues | <u>7,507,300</u> | <u>7,507,300</u> | <u>515,942</u> | <u>3,238,920</u> | <u>4,268,380</u> | <u>43.14%</u> |
| Expenses: | | | | | | |
| Regular Salaries | 3,447,661 | 3,447,661 | 297,308 | 1,118,782 | 2,328,879 | 32.45% |
| Extra Help Salaries | 172,076 | 172,076 | 10,752 | 42,235 | 129,841 | 24.54% |
| Fringe Benefits | 1,457,770 | 1,457,770 | 115,226 | 437,879 | 1,019,891 | 30.04% |
| Supplies & Services | 1,424,493 | 1,424,493 | 71,050 | 610,445 | 814,048 | 42.85% |
| Travel | 84,065 | 84,065 | 8,798 | 18,554 | 65,511 | 22.07% |
| Utilities | 333,180 | 333,180 | 20,058 | 88,035 | 245,145 | 26.42% |
| Capital Outlay | 23,200 | 23,200 | | 7,290 | 15,910 | 31.42% |
| Transfer to Debt Retirement | 27,460 | 27,460 | 6,865 | 13,730 | 13,730 | 50.00% |
| Bond Payments | 188,805 | 188,805 | | | 188,805 | 0.00% |
| Institutional Scholarships & Waivers | 250,000 | 250,000 | | 139,080 | 110,920 | 55.63% |
| Contingency | <u>98,590</u> | <u>98,590</u> | | | <u>98,590</u> | 0.00% |
| Total Unrestricted Expenditures | <u>7,507,300</u> | <u>7,507,300</u> | <u>530,057</u> | <u>2,476,030</u> | <u>5,031,270</u> | <u>32.98%</u> |
| | | | Net Income or (Loss) | 762,891 | | |