PCC Meeting
Minutes
9/2/11
1:30 pm

Attendees: Dr. Richard Dawe, Dr. Mike DeLong, Ron Helm, Tina Wheelis, Joan Stirling, Scott Pinkston, Nancy Dust, Holly Ayers, Ruby Johnson, Kathryn Langston, Chris Lorch, Suellen Davidson

Absent: Michael Orf

Dr. Dawe welcomed everyone and noted that the meeting would allow discussion of the proposed items for the Board of Trustees meeting for September 13.

Dr. Dawe commented that he had met with the newly appointed Board of Trustee member, Darla York, earlier this week for an orientation session. Trustee York expressed interest in programs, especially the Allied Health Program.

Anna Mickler, the Academic All Star, will have a presentation for the Board of Trustees meeting. Dr. Dawe noted that he would like to have a quarterly presentation from students or staff as available.

Letters of Appreciation for Izard County and City of Melbourne will be presented for approval for support of the Kids Academy Project.

Action Items were reviewed consisting of:

- Selection of Board of Trustee Officers and Committees
- Personnel – new hires
- Finance

  Tina provided an overview of each of the financial reports that would be presented to the Board of Trustees. She provided details and offered to answer any questions.

  - End-of-year financial report as of June 30, 2011

    Dr. Dawe asked for input about the need for teaching stations. The feedback was in favor of having teaching stations in each classroom. The division chairs explained that some of the current classrooms have folding tables for desks.

    Dr. DeLong explained the plan to initiate a welding program for continuing education with a possibility of extending the program to a certificate of proficiency. Dr. Dawe commented that a HVAC program might be considered as well.

    Scott Pinkston explained that the current generator is undersized for the current needs. He also noted that the kitchen freezers could be attached to the generator as well.

- Year-to-date financial report
- Revised 2012 operating budget
- Accounting Coordinator position to be requested from the Higher Education Growth Pool

Tina explained the need for an Accounting Coordinator position for the Finance Office. The current part time accountant has resigned and this leaves a vacancy in addition there is need for extra help from enrollment growth. This position will be requested from the growth pool.

- Board Policy Revisions
  - Policy 2.10

Dr. Dawe discussed the proposed changes for the Employee Recruitment and Selection policy.

  - Policy 2.11

Dr. Dawe discussed the proposed changes for the Position Vacancy Posting.

  - Policy 4.32

Dr. DeLong discussed the proposed changes for the President's List from a 3.5 to 4.0 GPA and the addition of a VPAA's list for 3.5 to 4.0 GPA.

- President's Report – Items for Discussion
  - ACCT Trustee Committees

Dr. Dawe noted that Trustee Evins recently attended the ACCT New Trustees Meeting. He will provide an update of this meeting. He may be interested in serving on an ACCT Committee.

AACC – Dr. Dawe agreed to serve on the AACC Workforce and Economic Development Council

  - Facilities Master Planning progress report

Will provide an update. Meeting on September 7. Student Center - may need a different name. Go forward with the tax. Architectural rendering should be made available. Early discussion indicates that the proposed tax support is receiving positive support from the community.

Campus Center
Discussion of naming a new building – and then having donor recognition rooms inside. If we are going to do something we need to move while the bond market is more attractive.

  - Letter of Appreciation from Senator Irvin
- Area Reports
  - Academic Affairs
    - Learning College will be discussed

- Student Services
    - Ron will be out for CSAO meeting
- Finance
- Advancement
    - September 8 – Scholarship Reception
- Planning and Institutional Research
- Information Systems

In the December meeting, Scott will present myOzarka to the Board.

Meeting adjourned at 2:37 p.m.

Submitted by Nancy Dust