

**PCC Meeting
Minutes
September 10, 2010
1:00 pm**

Attendees: Dr. Richard Dawe, Dr. Mike DeLong, Tina Wheelis, Joan Stirling, Suellen Davidson, Trish Miller, Jenny Cannon, Scott Pinkston, Ruby Johnson, Holly Ayers, Michael Orf, Kathryn Langston, Nancy Dust

Absent: Ron Helm (on vacation)

At the Board of Trustee meeting, the new Trustee, Mr. Jack Yancey will be introduced.

The purpose of the PCC meeting is to ensure that the leaders of the college are informed about what will be presented to the Board.

Minutes from the last Quarterly Board meeting and the Special Board meeting will be presented to the Board for approval.

Dr. Dawe noted that the Special Board meeting was for approval to negotiate for the land and building in Mammoth Spring.

Action Items

Dr. Dawe went through the new hires for approval at the Board meeting. These hires will be presented as one action approval.

Closed session is scheduled if needed and is for personnel issues only.

Tina Wheelis provided an overview of the end-of-year and the year-to-date financial statements. She discussed the priority lists and use of unfunded balances. The bottom lines in August and February always reflect a loss due to the student aid schedule.

Board Policies and Procedures will be separated so that Procedures are not specified in the Board Policies Manual. Administrative Procedures will be compiled in a separate manual as procedures to support the Board Policies.

Joan Stirling asked what would be referred to for the administrative procedures. Dr. Dawe noted that the current procedures are not being changed just removed from the Policies Manual. Nancy is capturing the procedures that are being removed and compiling them for the future. A decision will be made as to when and how the Administrative Procedures will be available.

Dr. Dawe went through the proposed changes to Board Policies that are being presented to the Board of Trustees for approval and explained the changes.

Tina noted that she would like to review the changes to policy 2.60 for accuracy and clarity before Board approval.

Trish Miller suggested that the Policies Manual have links to the Administrative Procedure when appropriate.

There was discussion as to why the alcohol and drug use section of the Sexual Assault, Stalking and Domestic/Dating Violence had been removed. After consideration, it was decided that this section would be left in the policies manual.

Dr. DeLong talked about the agreement between Ozarka College and Gorno-Altai State University. Dr. Dawe suggested that we advertise this with AATYC and the Chronicle of Higher Education.

Dr. Dawe discussed the Core Strategic Plan that will be presented to the Board and noted that the action items that support the strategies will be determined.

Dr. Dawe went through the President's Discussion items.

Dr. DeLong went through the discussion information for the progress of the University Center.

Updates:

Joan Stirling informed that group that she, Scott and Deltha are looking at some IR information for Developmental Education.

Scott Pinkston announced that BTOP Grant has been awarded and Community Colleges will be hooked up to this fiber optic backbone.

Movie Nights

October 16 Despicable Me

November 20 Inception

December 9 Polar Express – There will also be a holiday event scheduled to coincide with this movie.

Degree Audits

Jenny Cannon commented that they are hoping to make it where students can not register online for classes not on their degree plan without talking with an advisor first. Financial Aid is not supposed to pay for classes not on the degree plan.

Dr. Dawe noted that Jenny Cannon and Holly Ayers will be attending AATYC Leadership Institute.

Tina Wheelis reported on Finance and building projects.

- Miller Roofing project is complete. Any leaks will be reported and repaired.
- Audit Report went before the legislative review board. This was a no finding audit.
- Ash Flat Parking – A survey is being scheduled before the construction begins.

Joan Stirling reported that all questions in the Planning Results Manual have been answered.

Meeting Adjourned 2:18