

**Ozarka College  
Board of Trustees Retreat and Quarterly Meeting  
Saturday, May 18, 2019  
1:20 p.m.  
The Keeter Center  
College of the Ozarks**

**MINUTES OF MEETING**

The Ozarka College Board of Trustees met at 1:20 p.m. on Saturday, May 18, at The Keeter Center at the College of the Ozarks.

Present: Chair Ben Cooper, Vice Chair Dennis Wiles, Secretary Ryan Howard, Fred Holzhauer, Mike Watson, Dr. Richard Dawe, Dr. Keith McClanahan, Dr. Josh Wilson, Tina Wheelis, Scott Pinkston, Dr. Deltha Sharp, Suellen Davidson, Jason Lawrence, Dr. Chris Lorch, and Candace Killian

Absent: Trustee Tim Gammill and Trustee Robert Wright

Chair Cooper called the meeting to order at 1:20 p.m.

Trustee Wiles led the Board in the Pledge of Allegiance.

Trustee Wiles made a motion to approve the minutes from the March 21, 2019 regular meeting. Trustee Holzhauer seconded the motion. The motion was passed unanimously.

**Area Reports**

**Academic Affairs**

Dr. Keith McClanahan, Provost

- Dr. McClanahan informed the Board of the ADHE mandated program reviews in education and business.
- The College completed the end-of-course and program reviews earlier this week.

**Finance**

Tina Wheelis, Vice President of Finance

- No report. The finance items will be presented in the Action Items for Finance.

**Student Services**

Dr. Josh Wilson, Vice President of Student Services

- Dr. Wilson updated the Board on the SGA participation in the annual Spring Fling.
- He also informed the Board of the progress and activity of the Carl Perkins Grant. The College was also able to get the Perkins Reserve Grant and received over \$80,000 to purchase new equipment for the welding program.

- The Ozarka Student Housing units are full for the fall semester and have a current waiting list.

### **Administration**

Jason Lawrence, Vice President of Administration

- Jason informed the Board of campus events that were held at the College the spring semester.
  - Jason and Dr. Wilson partnered with the COOP regarding a Perkins stakeholder meeting that was held on the Melbourne campus.
  - WIOA sponsored a regional career fair in the Student Services Center.
  - Ash Flat nursing department sponsored a health fair on the Ash Flat campus.
  - Calico Rock and Melbourne had their 2019 proms in the Student Services Center. Everything went well and school staff and administrators were very pleased and thankful that the College provided the space.
- The renovation for the Technical Center programs is going well.

### **Planning and Institutional Research**

Dr. Deltha Sharp, Vice President of Planning and Institutional Research

- Dr. Sharp informed the Board of several surveys that have been conducted during the spring semester that she will have results for by the next board meeting.
  - Student Satisfaction Survey
  - Employee Satisfaction Survey
  - Graduate Survey
  - Will be working on an Alumni Survey this summer

### **Advancement**

Suellen Davidson, Director of Advancement

- Suellen updated the Board on the success of the Spring Gala which raised a record \$54,000.
- The Annual Golf Tournament is October 5<sup>th</sup>.
- Suellen also informed the Board that Gin Brown has resigned as a Foundation Board member.

### **Information Systems**

Scott Pinkston, Chief Information Officer

- Scott informed the Board of the network refreshes they will perform over summer.

### **Classified Staff Council**

Fay Mitchell, CSC President

- No Report

### **Student Government Association**

Dr. Josh Wilson in the absences of Cody Workman, SGA President

- See update from Dr. Wilson in the Student Services section.

## **President's Report – Discussion Items 5.A-5.B**

Dr. Dawe presented the following President's Report items:

- Dr. Dawe informed the Board that the proposed Japanese aviation student agreement with ASU-J has been put on hold.
- Dr. Dawe and the Board discussed capital campaign possibilities.

### **Information Item – Academics 6.A.1**

- Dr. Dawe informed the Board of ADHE Letter of Notification (LON) Curriculum Revisions:
  - i. Deletion of the CP in Small Unmanned Aircraft Systems(SUAS) that was awarded to the College by the FAA in error.
  - ii. Aviation: course order/phases have been rearranged to better meet student needs regarding curriculum and financial aid.
  - iii. Agriculture: courses have been added to better streamline BS-Ag tracks with ASU and possibly ATU in the future.

### **Information Item – New Part-Time Personnel 6.B.1**

- Dr. Dawe informed the Board of the following new part-time personnel:
  - i. Brenda Maloch, Part-Time Fitness Center Assistant

### **Information Item – Resignations 6.B.2**

- Dr. Dawe informed the Board of the following resignations:
  - i. John 'Mike' Rogers, LPN instructor for Mountain View
  - ii. Rylie Bevill, Director of Admissions and Student Engagement
  - iii. Cara Leverett, Biology Faculty

### **Information Item – Active Searches 6.B.3**

- Dr. Dawe informed the Board of the following active searches:
  - i. Surgical Technology Program Director
  - ii. Director of Admission and Student Engagement
  - iii. Culinary Arts Faculty
  - iv. Biology Faculty
  - v. Practical Nursing Faculty for Mountain View
  - vi. Mathematics Faculty
  - vii. Aviation Faculty (CFI)

## **Action Item 7.A.1**

### **Finance**

## **End of Month and Year-to-Date Financial Reports**

- Dr. Dawe presented the End-of-Month and Year-to-Date Financial Reports to the Board for approval.
- Trustee Wiles made a motion to approve the report. Trustee Watson seconded the motion. The motion passed unanimously.

**Action Item 7.A.2**  
**Finance**  
**2019-2020 Annual Operating Budget**

- Dr. Dawe presented key aspects of the proposed annual budget.
- The Board of Trustees Finance Committee met previously to discuss in detail and stated they support the proposed budget.
- Trustee Wiles made a motion to adjourn into Executive Session. Trustee Holzhauser seconded and the motion passed unanimously.
- The Board reconvened in open session and Trustee Wiles made a motion to approve the 2019-2020 Operating Budget as presented. Trustee Howard seconded the motion and the motion passed unanimously.

**Action Item 7.B.1**  
**Personnel**  
**President's Annual Review**

- Trustee Wiles made a motion to adjourn into Executive Session. Trustee Howard seconded and the motion and the motion passed unanimously.
- The Board reconvened in open session and Trustee Wiles made a motion to extend Dr. Dawe's contract as reflected in the Operating Budget. Trustee Watson seconded and the motion passed unanimously.

**Action Item 7.C.1**  
**Elect New Board of Trustee Officers**

- The Board of Trustees voted to elect a new Board of Trustee's Chair, Vice Chair and Secretary. The positions will be held for the next two years.
- Trustee Watson made a motion to elect Dennis Wiles as Chair; Ryan Howard as Vice Chair, and Fred Holzhauser as Secretary to fill the two-year terms. Chair Cooper seconded the motion and the motion passed unanimously.

With no further business, Trustee Wiles made a motion to adjourn the regular meeting. Trustee Holzhauser seconded the motion. The motion passed unanimously and the meeting was adjourned at 4:55 p.m.