

Ozarka College
Board of Trustees Quarterly Meeting
Thursday, December 17, 2020
4:30 p.m.
Ozarka College – Melbourne
Student Center Community Rooms

MINUTES OF MEETING

The Ozarka College Board of Trustees met at 4:30 p.m. on Thursday, December 17, in the Student Center Community Rooms on the Melbourne campus.

Present: Chair – Dennis Wiles, Secretary – Fred Holzhauer, Trustee Ben Cooper, Trustee Robert Wright, Trustee Mike Watson, Dr. Richard Dawe, Tina Wheelis, Dr. Chris Lorch, Dr. Josh Wilson, Scott Pinkston, Jason Lawrence and Kim Wilson.

Absent: Vice Chair – Ryan Howard, Trustee Pam Setser.

Chair Wiles called the meeting to order at 4:30 p.m.

Chair Wiles led the Board in the Pledge of Allegiance.

Trustee Watson made, and Trustee Cooper seconded, a motion to approve the minutes from the September 15, 2020 Regular Meeting. The motion passed unanimously.

Trustee Wright made, and Trustee Holzhauer seconded, a motion to approve the minutes from the October 28, 2020 Special Meeting. The motion passed unanimously.

Area Reports

Academic Affairs

Dr. Chris Lorch, Vice President of Academic Affairs

- Reviewed the Fall student success numbers
- Overall, the success rates were very good and better than expected

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration

- Presented an overview of a new Emergency Transport employee benefit offered in November's Open Enrollment
- Well done to Maintenance and Grounds Crew for holiday displays
- Discussed office space set up for AF Tech Center Director and Precision Machining faculty
- Relayed appreciative comments from employees on the bonuses

Student Services

Jason Lawrence, Vice President of Student Services

- Fall enrollment rate comparison update
- Spring enrollment rate predictions
- Reviewed withdrawal and D/F numbers
- Covid numbers update

Advancement and Planning

Dr. Josh Wilson, Vice President of Advancement

- Recap of golf tournament and holiday events
- Spring events are still up in the air
- Explained end of year letter to constituents
- Grant update – two new hires paid with the grant
- Distributed December 2020 Newsletter
- Discussed marketing support for enrollment team with registration ads
- Announced National Educational Digital Marketing Award for Best Video under two minutes

Information Systems and Institutional Research

Scott Pinkston, Vice President and Chief Information Officer

- Explained system availability percentage for the year
- Sent in a request for additional security
- New website layout will launch in January

Staff Council

Tania Wallace, SC President

- No report

Student Government Association

Clayton Willis, SGA President

- No report

President's Report – Discussion Item 6.A

Dr. Dawe and Dr. Lorch presented the following on the Higher Learning Commission (HLC):

- High level overview of what trustees should expect from the Higher Learning Commission visit on March 1&2
- Dr. Lorch distributed handouts on HLC Criteria and Ozarka College Mission, Vision & Values
- The HLC visit will be a team conducting it virtually via Zoom and then one person will come to the College for an in-person site visit
- Student survey from HLC will be conducted on January 11
- Assurance Argument will be due on February 1

President's Report – Discussion Item 6.B

Dr. Lorch presented the following on Emerson:

- Highlighted groups that worked together to convince Emerson to move here
- Discussed the informational sessions conducted by Emerson on the Ash Flat campus the past couple days
- Emerson is looking to start hiring initial positions now
- From the Ozarka side, Emerson would like an 8-week accelerated program with training to begin in March and finish in May
- Additional informational sessions in the evening and weekends will be scheduled in mid-January

Information Item – Personnel 7.A.1.i-v

Dr. Dawe informed the Board of the following new full-time personnel:

- i. Todd Smith - Precision Machining Technology Faculty
- ii. Emily Dyer - TRIO SSS Tutor Coordinator
- iii. Marcus Orf - Ash Flat Technical Center Director
- iv. Donald Taylor - Director of TRIO Student Support Services
- v. Kimberly Wilson - Administrative Specialist III for the President

Information Item – Personnel 7.A.2.i-ii

Dr. Dawe informed the Board of the following new part-time personnel:

- i. Mark Henderson - Maintenance Part-Time Mountain View
- ii. Angela Dickey - Maintenance Part-Time Mammoth Spring

Information Item – Personnel 7.A.3.i-ii

Dr. Dawe informed the Board of the following retirements:

- iii. Kenda Levett - Institutional Services
- iv. Tamra Bevill - Allied Health Faculty

Action Item 8.A.1

Finance – End-of-Month and Year-to-Date Financial Reports

- Tina Wheelis presented the End-of-Month and Year-to-Date Financial Reports to the Board for approval
- A motion to approve the report was made by Trustee Holzhauser and seconded by Trustee Watson. The motion passed unanimously

Action Item 8.A.2

Finance – Bond Resolution and Bond Purchase Agreement

- Tina discussed the proposal to adopt the bond resolution and execute the bond purchase agreement needed for the new Series 2021 Bonds
- Representatives from Crews & Associates called in to recap the actions taken to refund the Series 2013 and 2015 Bonds
- The savings were better than the projected amount (approx. \$400k)
- The closing date is January 19, 2021
- A motion to adopt the resolution was made by Trustee Watson and seconded by Trustee Wright. The motion passed unanimously

Action Item 8.B.1

Academic Affairs – Precision Machining Technology Curriculum

- Dr. Lorch reviewed the handout with the proposed Precision Machining Technology Curriculum
- He pointed out that there will not be an Associate's Degree offered
- There will be a Technical Certificate and Certificate of Proficiency
- Training will be an eight-week period
- A motion to approve the curriculum was made by Trustee Holzhauer and seconded by Trustee Watson. The motion passed unanimously

With no further business, Chair Wiles asked that a motion be made to adjourn the regular meeting. Trustee Watson made, and Trustee Wright seconded, a motion to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 5:52 p.m.