

Ozarka College
Board of Trustees Quarterly Meeting
Thursday, September 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, September 17th, in the Student Center Community Rooms on the Melbourne campus.

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

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

Trustee Watson led the Board in the Pledge of Allegiance.

Trustee Watson made a motion to approve the minutes from the May 15th Regular Meeting. Trustee Howard seconded the motion. The motion passed unanimously.

Area Reports

Academic Affairs

Dr. Chris Lorch, Vice President of Academic Affairs

- Dr. Lorch informed the Board of enrollment data of traditional and non-traditional of students enrolled at Ash Flat Tech Center
- All Highschool students in the Welding program who weren't able to finish in the spring were able to come back and complete in the summer or test out
- Partnering with the office of Skills Development and the Arkansas Economic Development Commission to establish the Future Fit Program
- Future Fit program provides entry level training for manufacturing jobs
- Classrooms have been modified for social distancing, lowering the classroom sizes

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration

- Tina updated the Board on beautification projects grounds has been completing
- \$900,000 in grants has been received related specifically to COVID-19
- \$398,000 was received through the CARES Act, specifically designated for students impacted by the pandemic
- Through the CARES Act each eligible student received \$633

- A grant was also received for \$398,000 specific to PPE and the institutional transition to online delivery
- Purchased \$8,500 in cloth masks for employees and students
- \$246,000 has been used to purchase technology enhancing online delivery
- Received Grant of \$42,000 for Strengthening Institutional Needs
- State received funds for PPE and distributed our share of \$74,000

Student Services

Jason Lawrence, Vice President of Student Services

- Kudos to the Student Services staff for adapting during this time providing virtual assistance to students
- Renewal notification of the TRIO Grant for \$1.6 million to be used over five years was received in July
- Received Perkins Grant for \$600,000 to be used over five years to assist with soft skills for technical students, training and equipment
- Student elections for SGA are in process

Advancement

Dr. Josh Wilson, Vice President of Advancement

- Dr. Wilson provided the Board with a presentation showcasing Surgical Technology, the Ash Flat Technical Center and the Welding Center at Melbourne
- Dr. Wilson discussed the Workforce Opportunity for Rural Communities Grant provided by the U.S. Department of Labor that will be facilitated through the Delta Regional Authority, if approved, to assist with the regional industry training and development
- Foundation has awarded 60 scholarships for the Fall totaling \$22,500
- Two additional endowed scholarships have been added to the Foundation this year
- It was the consensus of the Board that the Board scholarship will be one recipient for the BOT scholarship. Dr. Wilson updated the Board on the upcoming Foundation Golf Tournament

Information Systems/Planning & IR

Scott Pinkston, Chief Information Officer

- Scott discussed the IT purchases made through the CARES Act
- Candace is finalizing the strategic plan
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Staff Council

Dr. Dawe in the absence of Tania Wallace, SC President

- Dr. Dawe updated the Board of general planning for fundraising and training opportunities

Student Government Association

(TBA), SGA President

- No Report

President's Report – Discussion Items 5.A-5.C

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

- Jason discussed with the Board details regarding COVID-19 virus actions/updates, highlighting cases, testing, precautions and contact tracing that has been implemented throughout all campuses
- Jason discussed with the Board the COVID Dashboard that has been implemented on the Ozarka Webpage to provide transparency to the public
- Jason presented the Board with a presentation regarding Title IX, discussing new title regulations, compliance elements, and revisions to prohibit discrimination in education
- Title IX Revisions and enrollment update presentation
- Jason presented the Board with an enrollment update presentation highlighting fall enrollment data, enrollment challenges, as well as enrollment management activities
- Jason discussed with the Board the prospect of a landing page that is under construction to assist with enrollment

Information Item – Personnel 6.A.1.i – 6.A.1.xi

- Dr. Dawe informed the Board of the following new full-time personnel:
 - i. Margaret Campbell, Associate of Science in Education Program Coordinator/Faculty
 - ii. Kevin Gee, Culinary Faculty
 - iii. Dr. Robert Huckleberry, Campus Director at Mountain View
 - iv. Felicia Sisk, Licensed Practical Nursing Faculty
 - v. Sharon K. Tribble, Administrative Specialist III for the Ash Flat Technical Center
 - vi. James Verser, Chief Flight Instructor
 - vii. Jamie Yates, Licensed Practical Nursing Faculty
 - viii. Dylan Smith, Computer Support Technician
 - ix. John Chmura, Aircraft Maintenance Coordinator
 - x. James Spurlock, Assistant Vice President of Campus Operations
 - xi. Katie Norris, Director of Public Relations & Marketing

Information Item – Personnel 6.A.2.i – 6.A.2.ix

- Dr. Dawe informed the Board of the following resignations:
 - i. Christina Nicosia, Culinary Faculty
 - ii. Shawn Draper, Aviation Maintenance Technician
 - iii. Megan Carpenter, Campus Director at Mountain View
 - iv. Robert Funderburk, Part-Time Fitness Center
 - v. Cheryl Toon, AS in Education Program Coordinator
 - vi. Cheryl Ekenes, LPN Instructor Ash Flat
 - vii. Tracy Cone, Director of TRIO
 - viii. Kendra Collier, Director of Public Relations & Marketing
 - ix. Gabriel Sandefur, Part-Time Maintenance at Mountain View

Information Item – Personnel 6.A.3.i – 6.A.3.ii

- Dr. Dawe informed the Board of the following active searches:
 - i. Director of TRIO
 - ii. Administrative Specialist III to the President

Action Item 7.A.1 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.
- Trustee Holzhauser made a motion to approve the report. Trustee Setser seconded the motion. The motion passed unanimously.

Action Item 7.A.2 Finance – FY 2019-2020 End-of-Year Financial Report

- Tina presented the 2019-2020 End of Year Financial Report to the Board for approval.
- Trustee Watson made a motion to approve the report. Trustee Holzhauser seconded the motion. The motion passed unanimously.

Action Item 7.A.3 Finance – Annual Audit Report

- Tina presented the 2019 Audit Report Review to the Board for approval.
- Trustee Howard made a motion to approve the report. Trustee Watson seconded the motion. The motion passed unanimously.

With no further business, Chair Wiles asked that a motion be made to adjourn the regular meeting.

Trustee Cooper made a motion to adjourn the meeting. Trustee Holzhauser seconded the motion. The motion passed unanimously and the meeting was adjourned at 6:36 p.m.