

Ozarka College
Board of Trustees Retreat and Quarterly Meeting
Saturday, May 22, 2021
9:00 a.m.
The Keeter Center
College of the Ozarks

MINUTES OF MEETING

The Ozarka College Board of Trustees met at 9:00 a.m. on Saturday, May 22, in The Keeter Center at the College of the Ozarks.

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

Absent: Scott Pinkston

Chair Wiles called the meeting to order at 9:00 a.m.

Trustee Fred Holzhauer led the Board in the Pledge of Allegiance.

A motion to approve the minutes from the March 23, 2021 Regular Meeting was made by Trustee Howard and seconded by Trustee Setser. The motion passed unanimously.

Area Reports

Academic Affairs

Dr. Chris Lorch, Provost

- Summer I enrollment numbers and growth analysis
- High School enrollment for tech programs in the Fall

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration

- Budget work is complete and will be presented later in the meeting for approval
- Audit exit conference on May 18 went very well with a “no finding” report

Student Services

Jason Lawrence, Vice President of Student Services

- Covid update
- Fall registration numbers
- High Schools opening up for visits in the past three months
- Recruitment and enrollment looking good
- Focus this summer on getting the community back involved

Advancement and Planning

Dr. Josh Wilson, Vice President of Advancement

- Events and scheduling updates
- Chair Wiles encouraged Trustees to attend the Carpenter Technical Center Ribbon Cutting Ceremony on Monday, May 24 at 10:00 a.m.
- Donations and Endowments
- Press releases and social media presence
- Foundation 2022 Budget goals and changes
- Grant opportunities
- Mid-Year assessment of Strategic Plan Goals Progress
- Trustee Holzhauser recognized Dr. Wilson on his accomplishment of being chosen as a 40 under 40 by the Arkansas Business Journal

Information Systems and Institutional Research

Scott Pinkston, Vice President and Chief Information Officer

(Dr. Dawe provided the update in Scott's absence)

- Update on the tower that will be put up at the Tech Center to provide high speed connectivity
- Standardizing each classroom and refurbishing all of the equipment in every classroom at all of the campus locations is underway

Staff Council

Tania Wallace, SC President

- No report

Student Government Association

Clayton Willis, SGA President

- No report

President's Report – Discussion Item 7.A

Dr. Dawe, Dr. Lorch and Dr. Wilson presented the following update on the Enrollment Management Plan:

- Strategic Plan Integration – Strategies/Goals/Actions
- Targeted Assessment Benchmarks (TABs)
- Monitoring Retention Interventions

President's Report – Discussion Item 7.B

Dr. Dawe and Tina Wheelis presented the following update on Emerson and the Ash Flat Technical Center:

- Bid opening for the Welding/Machining Renovation was Tuesday, May 18

- Projected construction costs, funding and a timeline were reviewed
- A temporary location (105 Industrial Drive) for precision machining training has been rented while renovations are underway
- Machining equipment was delivered to the rental location on Thursday, May 20

Information Item – Personnel 8.A.1

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

- Jeffrey Faulkner – Chief Flight Instructor
- Ashton Lester – Mathematic Faculty
- Travis Eakin – History Faculty
- Kim Wilson – Director of Planning and Special Projects
- Amy Esquivel – Administrative Specialist III for the President

Information Item – Personnel 8.A.2

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

- Will Watson – Part-Time Fitness Center Assistant
- Brandon Muse – Part-Time Aircraft Mechanic
- Alex Bray – Part-Time Fitness Center Assistant

Information Item – Personnel 8.A.3

Dr. Dawe informed the Board of the following resignations, retirements and others:

- Jason Lawrence – VP Student Services
- James Verser – Chief Flight Instructor
- Robert Huckleberry – Mountain View Campus Director
- Cheryl Denbow – LPN Faculty Mammoth Spring

Information Item – Personnel 8.A.4

Dr. Dawe informed the Board of the following active searches:

- Surgical Technology Program Director
- Mountain View Campus Director
- Practical Nursing Faculty – Mammoth Spring
- Vice President – Student Services

Action Item 9.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 9.A.2
Finance – Annual Budget Approval

- Tina Wheelis 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 Wright made a motion to approve the 2021-2022 Operating Budget as presented. Trustee Howard seconded the motion and the motion passed unanimously.

Action Item 9.A.3
**Finance – Selection of a Contractor for the Machining and
Welding Lab Renovations at the Ash Flat Technical Center**

- Tina Wheelis presented the selection of Provence Construction Company's bid to be the General Contractor for the renovations at the Ash Flat Technical Center to the Board for approval
- A motion to approve selecting Provence Construction was made by Trustee Cooper and seconded by Trustee Setser. The motion passed unanimously

Action Item 9.B.1
Governance – Election of Board 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 Ryan Howard as Chair; Fred Holzhauser as Vice Chair, and Robert Wright as Secretary to fill the two-year terms. Trustee Cooper seconded the motion and the motion passed unanimously

Action Item 9.C.1
Personnel – President's Annual Review and Contract

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

With no further business, Chair Wiles asked that a motion be made to adjourn the meeting. A motion to adjourn the meeting was made by Trustee Watson and seconded by Trustee Setser. The motion passed unanimously and the meeting was adjourned at 3:47 p.m.