

Ozarka College
Board of Trustees Quarterly Meeting
Thursday, March 17, 2022
4:30 p.m.
Ozarka College – Melbourne
John E. Miller Building Board Room

MINUTES OF MEETING

The Ozarka College Board of Trustees met at 4:30 p.m. on Thursday, March 17, in the John E. Miller Building Board Room on the Melbourne campus.

Present: Chair – Ryan Howard, Vice Chair – Fred Holzhauer, Secretary – Robert Wright, Trustee Ben Cooper, Trustee Mike Watson, Trustee Pam Setser, Trustee Gayle Cooper, Dr. Richard Dawe, Tina Wheelis, Dr. Chris Lorch, Dr. Josh Wilson, Scott Pinkston, Zeda Wilkerson, Matthew Willis and Amy Esquivel.

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

Trustee Holzhauer led the Board in the Pledge of Allegiance.

A motion to approve the minutes from the December 16, 2021 Regular Meeting was made by Trustee Wright and seconded by Trustee Watson. The motion passed unanimously.

Area Reports

Academic Affairs

Dr. Chris Lorch, Provost

- Review of the STEM Expo
- Working on recruitment and retention plans for every program
- Discussed new program possibilities

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration

- Update on Federal Funding for Covid relief
- Elaboration on mid-year review process that started in January
- Summary of Audit
- Budget cycle in full swing
- Scheduling a Finance Committee Meeting in early May

Student Services

Zeda Wilkerson, Vice President of Student Services

- Update on enrollment and concurrent registration
- Discussed High school visits within the next few weeks

- Update on community events and outreaches
- Discussed Perkins and Career Pathways Grants
- Update on Covid numbers and reporting

Advancement and Planning

Dr. Josh Wilson, Vice President of Advancement

- Events and scheduling updates; Gala scheduled for April 7
- Donor recognition in Ash Flat and Mountain View
- Scholarship updates
- Update on marketing efforts
- Discussed food pantries at Ozarka campuses
- Katie Norris received Rising Star Award from National Council for Marketing & Public Relations

Information Systems and Institutional Research

Scott Pinkston, Vice President and Chief Information Officer

- Legislative audit on security measures – no findings
- Department policies audit of log information – no findings
- Update on CARES spending

Staff Council

Amy Esquivel, SC President

- New Staff Council President
- Discussed redefined purpose of Staff Council
- Update on upcoming staff events
- Discussed SC section in Ozarka Newsletter

Student Government Association

Matthew Willis, SGA President

- Toy Drive last semester to benefit foster children and Angel Tree children
- Canned Food Drive this semester

President's Report – Discussion Item 5.A

Dr. Dawe presented the following on the May Retreat:

- Board Retreat discussion
- Discussed potential locations and catering options

President's Report – Discussion Item 5.B

Dr. Dawe presented the following Mammoth Spring Enrollment Update:

- Review of Mammoth Spring's enrollment and needed building foundation repairs
- Will provide the Board with foundation findings

Information Item – Personnel 6.A.1

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

- i. Thomas Bolt - Welding Faculty
- ii. Daniel Carlile - Aircraft Maintenance Coordinator
- iii. John Taylor - Certified Flight Instructor
- iv. Tiffney Miller - Director of TRIO Student Support Services

Information Item – Personnel 6.A.2

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

- i. Joshua Spray - Part-time Fitness Center
- ii. Allison Brown - Part-time Administrative Specialist, Mountain View Welding

Information Item – Personnel 6.A.3

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

- i. John Chmura - Aircraft Maintenance Coordinator
- ii. Donald Taylor - Director of TRIO
- iii. Sonia Blankenship-Estes - Administrative Specialist III - Aviation
- iv. Caleb Huett - Certified Flight Instructor
- v. Erica Roark - Recruiter

Information Item – Personnel 6.A.4

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

- i. Administrative Specialist III - Aviation
- ii. Chief Flight Instructor
- iii. Recruiter

Action Item 7.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 Gayle Cooper and seconded by Trustee Setser. The motion passed unanimously

Action Item 7.B.1

Personnel - Reappointment of Full-Time Administration, Faculty and Classified Staff for the 2022-2023 Fiscal Year

- Tina Wheelis presented the reappointment of full-time administration, faculty and classified staff for the 2022-2023 fiscal year to the Board

- A motion to approve was made by Trustee Holzauer and seconded by Trustee Gayle Cooper. The motion passed unanimously

Action Item 7.B.2

Personnel - Approve Provisional Positions for the 2022-2023 Fiscal Year

- Tina Wheelis presented the provisional positions for the 2022-2023 fiscal year to the Board
- A motion to approve was made by Trustee Gayle Cooper and seconded by Trustee Setser. The motion passed unanimously

With no further business, Chair Howard asked that a motion be made to adjourn the regular meeting. A motion to adjourn the meeting was made by Trustee Holzauer and seconded by Trustee Ben Cooper. The motion passed unanimously and the meeting was adjourned at 6:00 p.m.