

**Ozarka College**  
**Board of Trustees Quarterly Meeting**  
**Friday, May 20, 2022**  
**9:30 a.m.**  
**Cooper's Pointe – Cherokee Village, AR**

**MINUTES OF MEETING**

The Ozarka College Board of Trustees met at 9:30 a.m. on Friday, May 20, at Cooper's Pointe in Cherokee Village, AR.

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

Chair Howard called the meeting to order at 9:30 a.m.

Trustee Holzhauer led the Board in the Pledge of Allegiance.

A motion to approve the minutes from the March 17, 2021 Regular Meeting was made by Trustee Holzhauer and seconded by Trustee Setser. The motion passed unanimously.

**Area Reports**

**Academic Affairs**

Dr. Chris Lorch, Provost

- Student/Employer relationship overview
- Accelerated CNA class
- Student Success rates for Spring

**Finance and Administration**

Tina Wheelis, Executive Vice President of Finance and Administration

- Defer report until Finance sections 7.B.1 and 7.B.2

**Student Services**

Zeda Wilkerson, Vice President of Student Services

- Update on community events and outreach opportunities
  - Non-traditional and concurrent outreaches
- Grant program overview
  - Approved for a Career Coach Grant for Melbourne HS
- Work Study concerns

**Advancement and Planning**

Dr. Josh Wilson, Vice President of Advancement

- Endowment update
- Update on marketing efforts
- Foundation Board – new members

### **Information Systems and Institutional Research**

Scott Pinkston, Vice President and Chief Information Officer

- Summer projects overview

### **Staff Council**

Amy Esquivel, SC President

- Update on official meeting in April
- Lending Library for professional development materials
- Partnership with Faculty Council
- Discussed SC section in Ozarka Newsletter

### **Student Government Association**

Matthew Willis, SGA President

- No report

## **President's Report – Discussion Item 5.A**

Dr. Dawe introduced the following on the Enrollment Management Plan:

- Retention analysis and action plans: outreach, academic alerts, and counselor relationships
- Benchmarks and tracking
- Future goals

Dr. Wilson provided details on the EMP and how key data are monitored and how actions are taken to enhance areas as needed. Dr. Lorch and Zeda also contributed to the presentation.

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

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

- i. Peyton Van Hoy - Accountant II
- ii. Joshua Spray - Administrative Specialist III, Aviation
- iii. Chris Mosley - College Recruiter
- iv. Sharon Wilson - 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. Michael Seabolt - Part-time Aircraft Mechanic
- ii. Andrew Williams - Part-time Fitness Center

### **Information Item – Personnel 6.A.3**

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

- i. Emily Dyer - Tutor Coordinator for TRIO
- ii. Thomas Bolt - Welding Faculty, Mountain View
- iii. Vickey Gillihan - Payroll Technician (retirement)

### **Information Item – Personnel 6.A.4**

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

- i. Chief Flight Instructor
- ii. Adjunct Precision Machining Technology Faculty
- iii. Adjunct Welding Faculty, Ash Flat
- iv. Full-time Welding Faculty, Mountain View

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

#### **Governance – Mammoth Spring Campus**

- Dr. Dawe presented the Mammoth Spring Campus closure to the Board for a decision to continue or to close.
- A motion to approve was made by Trustee Wright and seconded by Trustee G. Cooper to close the location due to very low enrollment and additional factors. The motion passed unanimously

### **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 Holzhauser and seconded by Trustee Wright. The motion passed unanimously

### **Action Item 7.B.1**

#### **Finance – Annual Budget**

- Tina Wheelis and Dr. Dawe presented the Annual Budget to the Board for discussion and approval
- A motion to approve was made by Trustee Setser and seconded by Trustee Wright. The motion passed unanimously

### **Action Item 7.C.1**

#### **President’s Annual Review and Contract**

- A motion to go into executive session at 12:00 p.m. was made by Trustee Wright and seconded by Trustee Holzhauser. The motion passed unanimously

With no further business, Chair Howard asked that a motion be made to adjourn the executive session and the regular meeting. A motion to adjourn the meeting was made by Trustee Wright and seconded by Trustee Holzhauser. The motion passed unanimously and the meeting was adjourned at 1:36 p.m.