

Ozarka College
Board of Trustees Quarterly Meeting
Thursday, May 18, 2023
12:30 p.m.
Ozarka College – Melbourne
Student Services Center Community Room

MINUTES OF MEETING

The Ozarka College Board of Trustees met at 12:30 p.m. on Thursday, May 18, in the Student Services Center Community Room on the Melbourne campus.

Present: Chair – Ryan Howard, Vice Chair – Fred Holzhauser, 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 and Valerie Long.

Chair Howard called the meeting to order at 12:30 p.m.

Trustee Holzhauser led the Board in the Pledge of Allegiance.

A motion to approve the minutes from the March 16, 2023 Regular Meeting was made by Trustee Watson and seconded by Trustee Setser. The motion passed unanimously.

Area Reports

Academic Affairs

Dr. Chris Lorch, Provost

- 40 completers of FutureFit and 22 graduates of TC Welding this year
- Received continued approval for the LPN program and initial approval for the RN program from the Arkansas State Board of Nursing
- Discussed tracking employment after graduation

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration

- Defer to action items

Student Services

Zeda Wilkerson, Vice President of Student Services

- All grant programs met their participant numbers for the year
- Perkins was able to purchase of \$90,000 worth of equipment this academic year
 - Aviation, Precision Machining, welders, pediatric care simulators
- Grant approved for Career Coaches

- Continued full time at Melbourne
- New full time at ICC
- New part time at Viola
- Admissions has been reaching out to high schools, conducting several visits and tours, and participating in community events
- Site visits this week went well
 - PSI
 - Veterans Affairs

Advancement and Planning

Dr. Josh Wilson, Vice President of Advancement

- Fall events:
 - Son Lamb Concert Series – August 26
 - Golf Tournament – September 21
 - Fall Concert, Casino Night, and Scholarship Reception dates to be determined
- Foundation Board Meeting was on May 2
 - Suellen Davidson Retirement Reception
 - April Killian starting as the new Director of Development on July 1
 - Approved Foundation budget

Information Systems and Institutional Research

Scott Pinkston, Vice President and Chief Information Officer

- Ash Flat campus internet speed is increasing from 250 mbps to 1 gbps for no additional cost
- CCSSE and CCFSSE results come out in August

Staff Council

Valerie Long, Staff Council Secretary

- New officers
 - Vice President – Chrisha Savell
 - Secretary – Valerie Long

Student Government Association

Zeda Wilkerson, Vice President of Student Services

- No report

President's Report – Discussion Item 5.A

Dr. Dawe introduced the following:

- Future academic programs consideration
 - Dr. Dawe and Dr. Lorch discussed construction trades program
 - TC in Skilled Trades to include courses in HVAC, plumbing, and electrical
 - Partners in Mtn. View are interested in interns
 - Two pathways – high school students and traditional students

- Enrollment Management Update
 - Dr. Wilson, Dr. Lorch, and Zeda gave an enrollment update to the Board and informed them of some of the strategic methods the College is using to increase enrollment

Information Item – Personnel 6.A.1

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

- i. April Killian – Director of Development

Information Item – Personnel 6.A.2

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

- i. Peyton Mead – Accountant II
- ii. Suellen Davidson – Director of Development
- iii. Donna Hill – Fiscal Support Specialist

Information Item – Personnel 6.A.3

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

- i. Adult Education Part-time Instructor
- ii. Adjunct Welding Faculty – Ash Flat Campus

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 G. Cooper and seconded by Trustee Watson. The motion passed unanimously

Action Item 7.A.2

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 G. Cooper. The motion passed unanimously

Action Item 7.A.3

Finance – Update banking signature cards to include Kelly Cowan

- Tina Wheelis asked to Board to remove Amber Rush from the College banking accounts and signature cards and replace with Kelly Cowan
- A motion to approve was made by Trustee Holzhauser and seconded by Trustee G. Cooper. The motion passed unanimously

Action Item 7.B.1

Governance – Election of Board Officers

- The Board of Trustees voted to elect a new Board of Trustees Chair, Vice Chair and Secretary. The positions will be held for the next two years
- Trustee B. Cooper made a motion to elect Fred Holzhauer as Chair, Robert Wright as Vice Chair, and Mike Watson as Secretary to fill the two-year terms. Trustee Setser seconded the motion and the motion passed unanimously
- Trustee Watson made a motion to update committee membership as follows: Academic Committee – Robert Wright and Pam Setser; Finance Committee – Gayle Cooper, Mike Watson, and Ryan Howard. Trustee B. Cooper seconded the motion and the motion passed unanimously

Action Item 7.C.1

Personnel – President’s Annual Review and Contract

- A motion to go into executive session at 2:32 p.m. was made by Trustee Watson and seconded by Trustee B. Cooper. The motion passed unanimously
- Chair Howard asked that a motion be made to adjourn the executive session at 3:30. A motion was made to approve the president’s contract, as submitted, by Trustee Holzhauer. Trustee Wright seconded the motion and the motion passed unanimously

Action Item 7.D.1

Academics – TC in Welding Technology, CP in Structural Welding, CP in Advanced Welding/Manufacturing, CP in Pipe Welding

- Dr. Lorch presented new curriculum for TC/CPs in Welding Technology to the Board for approval
- A motion to approve was made by Trustee Watson and seconded by Trustee G Cooper. The motion passed unanimously

Action Item 7.D.2

Academics – Degree Requirements for AAS Automotive and AAS Culinary

- Dr. Lorch presented changes to general education requirements for Automotive and Culinary AAS degrees to the Board for approval
- A motion to approve was made by Trustee Setser and seconded by Trustee Holzhauer. The motion passed unanimously

Action Item 7.D.3

Academics – Changes to developmental education requirement in English

- Dr. Lorch presented changes to the developmental education requirement in English to Board for approval
- A motion to approve was made by Trustee G. Cooper and seconded by Trustee Setser. The motion passed unanimously

With no further business, a motion to adjourn the meeting was made by Trustee B. Cooper and seconded by Trustee Setser. The motion passed unanimously and the meeting was adjourned at 4:01 p.m.