

**President's Report  
to the Board of Trustee  
July 1, 2018**

*This report is intended to provide members of the Ozarka College Board of Trustees with information regarding Ozarka College activities and accomplishments.*

**Upcoming Events of Interest**

- July 10                    NAESC ADE Special Education updates – Melbourne Campus
- July 12                    Employee Wellness Lunch and Learn – Melbourne Campus
- July 19                    NAESC Worksheets Don't Grow Dendrites – Melbourne Campus
- July 23                    First Community Bank – Ash Flat Campus
- July 24                    NAESC So Many Picture Books – Melbourne Campus
- July 24                    SRACS Informational Meeting – Ash Flat Campus

**Ozarka College Events – Last Month's Events**

- June 4-6                    ATI NCLEX PN Review – Melbourne Campus
- June 5                     NAESC ASBA Custodial/Maintenance Workshop – Melbourne Campus
- June 5                     American Red Cross Blood Drive – Melbourne Campus
- June 11 & 12                NAESC Nonviolent Crisis Intervention – Melbourne Campus
- June 13                    NAESC Adapting Academics for Special Education Students - Melbourne Campus
- June 20                    Ozark Foothills Single Parent Meeting – Ash Flat Campus

**College Governance**

- College student housing is being refurbished as the tenants vacate. Refurbishment is being completed by Ozarka maintenance team and looking very good. The IS team has done great work in providing broad band internet capability to all units. Very proud of the collective work!
- It sounds like we should be informed of our new trustee selection by the Governor very soon.

**Academics**

*Dr. Keith McClanahan, Provost and Executive Vice President of Learning:*

- The AAS in Commercial Pilot has been approved by the FAA

**Paul Weaver Library**

*Dan Lindsey, Library Director*

- Met with Lead Welding Instructor Brad Houltzhouser to discuss resource needs for that department
- Revised the Library's Materials Acquisition form to better reflect faculty/staff input in the selection of library resources

- Began processing items included in last month's book donation. Helped Suellen Davidson draft a "thank you" letter to the donor

### **Student Services/Enrollment Information**

*Dr. Josh Wilson, Vice President of Student Services:*

- Received formal approval for Perkins 2018-19 grant activities from ADHE
- Authored housing policy drafts in anticipation of new fall offering
- Coordinating July extended hours and program preview events to engage local prospects with opportunity after hours to register and to visit an Ozarka Campus and get a hands-on experience with key programs and faculty
- Facilitated the transition of two Ozarka personnel to new positions in student services; Kelly Shell, Career Development Specialist and Tess Weatherford, Assoc. Director of Financial Aid

*Zeda Wilkerson, Registrar, Records, and Testing:*

- June 2018 nursing graduates have been marked and transcripts have been sent to the AR State Board of Nursing
- Kelly Graham sent electronic transcripts to ADHE on behalf of all AR Challenge Scholarship Recipients during the months of May and June
- Kelly Graham as well as Rylie Bevill and our campus directors have administered over 830 Accuplacer test units since April. This is in line with the 860 that were administered between 4/1/17 and 6/30/17 of last year.

*Laura Lawrence, Director of Financial Aid:*

- Laura Lawrence helped coordinate and host the NASFAA Financial Aid Summer Training- June 5-7 at Arkansas Tech University
- Laura Lawrence attended the Arkansas Workforce Challenge Scholarship meeting, June 19 ADHE Little Rock
- Exit Counseling for LPN students at Ash Flat completed
- Laura Lawrence participated in a Great Lakes Webinar for Private Loan Process for Ozarka
- Loan Counseling for the Fall semester have started taking place on the Melbourne, Mountain View and Ash Flat campuses
- SAP appeals are being reviewed June 25-29

*Rylie Bevill, Associate Director of Admissions:*

- Continued summer and fall registration push
  - Sent mailers for summer II registration
  - Emails
  - Social Media
- Prepping for July Program Preview Nights
  - Last three Tuesdays in July: 4:00—7:00
- MASH program at Stone Co Regional Medical Center
  - Presentation to area juniors about our medical programs

## **Student Success Center**

*Student Success Center/Career Planning Services, Kendra Smith:*

- Met with Dr. Wilson to review Perkins grant documentation
- Entered technical skills assessment scores into SONIS for NCLEX, CPR, ACLS, PALS, Stop the Bleed, CRC, Network Pro and PC Pro certifications
- Prepared professional resumes for two Ash Flat LPN students
- Conducted resume workshop for CNA students in Melbourne
- Submitted learning outcome questionnaire results from resume workshop to Deltha Shell
- Met with Kelly Shell in Ash Flat and Airport to begin Perkins training
- Assisted with nursing cookout in Ash Flat

## **Career Pathways**

*Amanda Engelhardt, Director of Career Pathways:*

- Fifteen nursing students have committed to the LPN package and requirements for the fall. Of those nursing students, five have completed the WorkKeys Exam and have earned a Career Readiness Certificate
- Thirty-two gas cards were distributed to students on all four campuses
- Amanda and Lindsey visited with UACCB Career Pathways staff to discuss best practices and future changes to processes and documentation

## **TRIO Student Support Services**

*Tracy Cone, Director of TRIO:*

- Verified program participant eligibility
- Revised application and participant intake process
- Updated TRIO brochure
- Compiled new student academic/informational packets
- Established contract with Elizabeth McCormick, Fall's Welcome Back Event speaker

## **Finance**

*Tina Wheelis, Vice President of Finance:*

- Close out Fiscal Year 2017-2018

## **Planning and Institutional Research**

*Dr. Deltha Sharp, Associate Vice President of Planning and Institutional Research:*

- Conducted PAC Meeting
- Completed Integrated Assessment, Effectiveness, Budget and Planning Document
- Submitted AAS Agriculture program proposal to HLC
- Submitted Certificate proposals in criminal justice, culinary and business to HLC
- Submitted follow-up reports for Welding and IT program proposals to HLC

## **Administration**

*Jason Lawrence, Vice President of Administration:*

- Listed in Schedule of Events

## **Grounds**

*Shane Kinion, Grounds – Landscape Supervisor:*

- Routine maintenance on all campuses

## **Maintenance/Facilities**

*Marty McFarlin, Director of Maintenance:*

- Routine maintenance on all campuses
- Student Housing Rehab

## **Safety**

- No issues reported

## **Ash Flat**

*Angela Phipps, Campus Director:*

- CNA testing for Highland High School – June 4
- Taught the Art Day CE class- June 7
- Autism Awareness for First Responders – June 11
- CE class on Microsoft Certification– June 11 & 12
- LPN cook-out graduation celebration – June 21
- CE class on Intermediate Computers – June 27

## **Mountain View**

*Megan Carpenter, Campus Director:*

- Program Manager-Single Parent Scholarship Fund meeting at the Mountain View campus – June 7
- Stone County Community Resource Council Meeting at Dorcas House – June 11
- Mountain View Trail Coalition at the Mountain View campus – June 12
- Local Community Outreach; Anglers, MV Dulcimer Shop, and IronWorks – June 14
- Mountain View Chamber of Commerce meeting at the Chamber office – June 26

## **Mammoth Spring**

*James Spurlock, Campus Director:*

- See Travel

## **Advancement**

*Suellen Davidson, Director of Advancement:*

- Quarterly Foundation Board Meeting on June 5 (Foundation Board elected to contribute \$25,000 in support of furnishing student housing)
- Preparing for fall events
  - Fall Concert, Mountain View, September 8
  - 5k, Mammoth Spring, September 22
  - Golf Tournament, Melbourne, September 29

## **Public Relations and Marketing**

*Manda Jackson, Director of Public Relations and Marketing:*

- Submitted 9 press releases in June regarding registration dates, continuing education, student housing, student pilot achievement, program previews, Weatherford promotion, academic all-star, etc.
- Created social media posts regarding above listed press releases, blood drive, Cheryl Ekenes' mission trip, Ozarka Alumni survey, AR Future/Workforce Challenge opportunity, library hours, Air Evac's visit to Mtn. View, LPN celebration in Ash Flat, CNA summer classes, etc.
- Designed and printed flyers for Program Previews
- Designed and printed postcards for Admissions
- Coordinated drop off and pick up of sponsorship sign for golf tournaments
- Ordered culinary prints, picked them up, and delivered them to frame shop
- Planned early July advertisements and updated ads for radio and print
- Designed flyer and concert tickets for the Foundation's Fall Concert
- Took photos at LPN Celebration in Ash Flat on 6/21
- Student Housing project meeting on 6/4
- Admissions/Marketing planning meeting on 6/4
- Met with K-Kountry sales representative about upcoming advertisements on 6/14

## **Travel/College Representation**

*Dr. Dawe, President:*

- K-Kountry radio interview – Thayer, MO, June 13
- Meeting with Mayor Fowler – Ash Flat, June 21

*Dr. Keith McClanahan, Provost and Executive Vice President of Learning:*

- ARNEC Meeting – Little Rock, AR, June 4

*Dr. Josh Wilson, Vice President for Student Services:*

- Perkins Coordinator Training, ADHE, Little Rock, June 7

*Laura Lawrence, Director of Financial Aid:*

- Arkansas Financial Aid Boot Camp, Arkansas Tech University, June 5-7
  - Laura Lawrence, Tess Weatherford, and Mandy Brooks
- Arkansas Workforce Challenge Scholarship meeting, ADHE, Little Rock, June 19
  - Laura Lawrence

*Zeda Wilkerson, Registrar*

- AVECO Regional Veteran Certifying Officials Conference, St. Louis, MO, June 18-21.
  - Zeda Wilkerson and Tess Weatherford

*Tina Wheelis, Vice President of Finance:*

- Tina Wheelis and Amber Rush attended the AACUBO Summer workshop in Little Rock on June 21st.

*Manda Jackson, Director of PR & Marketing:*

- HSB Area Chamber of Commerce board meeting, June 11, Horseshoe Bend

*Suellen Davidson, Director of Advancement:*

- Met with Foundation Board member, Molly Carpenter – Ash Flat, June 19
- Met with Foundation Board member, Garry Lawrence and Mike Watson – Ash Flat, June 27

*Trish Miller, Director of Adult Education:*

- Trish Miller attended a Northcentral Workforce Development Board meeting at UACCB in Batesville – June 13

*James Spurlock, Mammoth Spring Campus Director:*

- Thayer Chamber of Commerce Meeting – Thayer, MO, June 5
- Thayer/Mammoth Spring Rotary Club Meeting – Mammoth Spring, June 6, 13
- Mammoth Spring Chamber of Commerce Ribbon Cuttings – Mammoth Spring, June 12
- Mammoth Spring Chamber of Commerce Meeting – Mammoth Spring, June 14
- Salem Chamber of Commerce Meeting – June, 27

*Angela Phipps, Ash Flat Campus Director:*

- Spring River Chamber of Commerce Meeting – Hardy, June 19
- Innovation Hub Board of Directors Meeting – Cherokee Village, June 20
- Chamber after Hours hosted by the Innovation Hub – Cherokee Village, June 21
- Quad Cities of Sharp County Rotary Meeting – Ash Flat, June 25

*Megan Carpenter, Mountain View Campus Director:*

- Accuplacer Testing – Rural Special, June 19

**Tentative Discussion Items for Next Board of Trustees Meeting:**

- Aviation and Welding program updates
- Ash Flat and Sharp County relations

**Tentative Action Items for Next Board of Trustees Meeting:**

- Approve Year to date financials

**Kudos:**

- The Maintenance and Information Systems departments have done exceptionally good work in preparing the student housing units for the fall semester.
- Big thanks to Trustee Wiles and Board Chair Cooper for their work to enable us to acquire student housing.

**Dr. Dawe's Comments:**

- The big new recently is of course the acquisition of student housing. This is a game changer for the College and will allow students from outside the region to attend several of our unique programs, such as welding, culinary and aviation.
- We are hoping to hear about the Governor's announcement of our new trustee in the very near future. Applicants we have heard about would make excellent board members.
- Very pleased to announce hiring Chef/Dr. Amy Mitchell. She and her husband Eric have moved to the area and will be a great fit for the College. Chef Amy is extraordinarily experienced and talented; and a very nice, motivated person.





	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
		Approved 2017 - 2018 Budget	Adjustments to 2017 - 2018 Budget	Revised 2017 - 2018 Budget	Actual Month to Date Revenue/Expense	Actual Year to Date Revenue/Expense	Budgeted Balance to Collect or Balance to Expense	Percentage Realized To Date								
1	Ozarka College															
2	Restricted Funds															
3	July 1, 2017 through June 30, 2018															
4																
5																
6																
7																
8																
9	Revenues:															
10	Student Aid Revenues															
11	AR Challenge Awards	250,000		250,000		193,500	56,500	77.40%								
12	AR Future Grant	75,000		75,000		2,701	(1,261)	187.60%								
13	Federal Tuition Assistance	-	1,440	1,440		21,000	29,000	42.00%								
14	Go Grant	50,000		50,000		43,550	6,450	87.10%								
15	Federal Work Study	50,000		50,000	5,908	3,109,395	140,605	95.67%								
16	PELL Grant	3,250,000		3,250,000	239,427	36,450	(6,450)	121.50%								
17	SEOG Awards	30,000		30,000		1,362,269	387,731	77.84%								
18	Student Loans	1,750,000		1,750,000	122,400	51,350	(4,350)	0.00%								
19	Miscellaneous Scholarships	-	47,000	47,000												
20	Student Aid Revenues	5,455,000	48,440	5,503,440	379,185	4,820,216	683,224	87.59%								
21																
22																
23																
24	Federal Grant Revenues															
25	Career Pathways Initiative	257,200		257,200	14,749	217,889	39,311	84.72%								
26	Carl Perkins	114,200		114,200		71,530	42,670	62.64%								
28	Direct & Equitable Grant	26,100		26,100	8,270	26,094	6	99.98%								
29	TRIO Grant	287,000		287,000	65,002	303,001	(16,001)	105.58%								
30	Federal Grant Revenues	684,500	-	684,500	86,021	618,514	65,986	90.36%								
31																
32	State Grant Revenues															
33	Arkansas Collegiate Drug Education Coalition Grant	B	1,969	1,969		1,927	42	97.85%								
34	Special Projects Grant	A	42,821	42,821	5,076	5,076		11.85%								
35	Adult Basic Education Grant	129,700		129,700	24,408	129,657	43	99.97%								
36	Arkansas Works Career Facilitator Program	24,000		24,000		498	23,502	2.08%								
37	WAGE Grant	A	4,523	4,523		49,334	-	0.00%								
38	Blue & You Foundation Grant	A	49,334	49,334	9,830	58,529	(29)	100.00%								
39	General Adult Education Grant		-	-												
40	State Grant Revenues	212,200	98,647	310,847	39,314	245,021	23,558	100.05%								
41	Total Restricted Revenues	6,351,700	147,087.00	6,498,787	506,520	5,683,751	772,768	78.82%								
42																
43																
44																
45																
46																

Unrestricted Budget
  Restricted Budget
  FY Comp
  +

	A	B	C	D	E	F	G	H	I	J	K	L	M	R
1	Ozarka College													
2	Unrestricted Current Funds - Fiscal Comparison													
3	July 1, 2017 through June 30, 2018													
4														
5														
6														
7														
8														
9	<b>Revenues:</b>													
10	Tuition & Related Fees	2,782,340		2,539,465		91.27%			2,546,350		2,548,322		100.08%	
11	Program & Course Related Fees	435,465		360,837		82.86%			360,000		363,081		100.86%	
12	Testing Services	72,850		68,172		93.58%			71,050		66,571		93.70%	
13	Sales Tax Proceeds	468,600		424,474		90.58%			447,600		457,001		102.10%	
14	Interest Income	4,685		10,818		230.92%			4,300		6,649		154.63%	
15	Other Income	67,270		88,484		131.54%			38,500		111,124		288.63%	
16	General Revenue	3,126,500		3,126,475		100.00%			3,126,500		3,126,475		100.00%	
17	Workforce 2000 Funding	1,271,850		1,255,854		98.74%			1,271,850		1,271,841		100.00%	
18	Carryover Funds - Previous Years	64,500		0		0.00%			0		0		0.00%	
19	Auxiliary Income - Culinary Café	9,900		0		0.00%			24,300		12,530		51.56%	
20	Auxiliary Income - Bookstore	0		338		0.00%			165,550		264,304		159.65%	
21	Auxiliary Income - Preschool	0		621		0.00%			204,200		94,330		46.19%	
25	<b>Total Unrestricted Revenues</b>	<b>8,303,960</b>		<b>7,875,538</b>		<b>94.84%</b>			<b>8,260,200</b>		<b>8,322,228</b>		<b>100.75%</b>	
26														
27	<b>Expenses:</b>													
28	Regular Salaries	4,432,180		4,090,494		92.29%			4,314,850		4,104,145		95.12%	
29	Extra Help Salaries	108,800		77,279		71.03%			156,000		112,674		72.23%	
30	Fringe Benefits	1,688,420		1,510,078		89.44%			1,762,650		1,653,286		93.80%	
31	Supplies & Services	1,060,300		1,057,266		99.71%			1,110,200		1,085,851		97.81%	
32	Travel	71,985		63,696		88.48%			63,500		61,988		97.62%	
33	Utilities	432,135		333,510		77.18%			457,700		361,589		79.00%	
34	Capital Outlay	39,960		107,845		269.88%			22,800		47,620		208.86%	
35	Bond Payments	373,660		371,860		99.51%			372,500		372,242		99.93%	
37	Contingency	96,500		0		0.00%			0		0		0.00%	
38	<b>Total Unrestricted Expenditures</b>	<b>8,303,960</b>		<b>7,612,027</b>		<b>91.67%</b>			<b>8,260,200</b>		<b>7,799,396</b>		<b>94.42%</b>	
39														
40	<b>Net Income or (Loss)</b>			<b>263,511</b>							<b>522,832</b>			
41														
42	A = Midyear review adjustments			96,500										
93	B= Federal Financial Aid Audit Adjustments			64,500										
94														
95														
96														
97														
98														
<b>2017 - 2018 Fiscal Year</b>														
<b>2016 - 2017 Fiscal Year</b>														
<b>FY Comp</b>														
<b>Unrestricted Budget</b>														
<b>Restricted Budget</b>														

# College Monthly Calendar

## Calendar: Scheduler

Month View	Day View	Room Finder	New Event	July 2018							Next Month >
< Previous Month	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday				
1	2	3	4	5	6	7					
8	9	10 (p) 8:30 AM NAESC ADE Special Education Updates and IEP Goals and Progress Monitoring (p) 8:30 AM NAESC ADE Special Education Updates and IEP Goals and Progress Monitoring	11	12 (m) 11:00 AM Employee Wellness Lunch and Learn (p) 2:00 PM Nace Testing	13	14 (p) 7:00 AM ACT Testing					
15	16 (p) 8:30 AM CNA Testing	17	18 (s) 8:30 AM CNA Testing (p) 2:00 PM Nace Testing	19 (m) 8:30 AM NAESC Marcia Tate: Worksheets Don't Grow Dendrites	20	21					
22	23 (m) 5:00 PM First Community Bank	24 (p) 8:30 AM NAESC So Many Picture Books, So Little Time (p) 8:30 AM NAESC So Many Picture Books, So Little Time (m) 2:00 PM Adult Ed Advisory Meeting (p) 2:00 PM Nace Testing (p) 5:30 PM Art Day (m) 6:30 PM SRACS Informational Meeting	25	26 ARTEC Classes End	27	28					
29	30 (p) 2:00 PM Nace Testing	31									

- Event Codes:**  
 (k) - Catering  
 (C) - Class - Off Schedule  
 (f) - Foundation  
 (h) - Hidden  
 (m) - Meeting  
 (p) - Public  
 (s) - Student Activities