

**President's Report
to the Board of Trustee
August 1, 2019**

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

- August 1 NAESC Formative Assessment – Melbourne Campus
- August 1 Farewell Event for Laura Lawrence – Melbourne Campus
- August 2 Congressman Crawford's Livestock & Poultry Advisory Board – Melbourne Campus

- August 6 Foundation Board Meeting – Melbourne Campus
- August 7 ARS Client Meeting – Melbourne Campus
- August 8 WRAAA HCA in-service – Ash Flat Campus
- August 14 Empower Health Care Solutions – Melbourne Campus
- August 19 Nursing Seminar – Melbourne Campus
- August 24 Chicamauga Nation Meeting – Melbourne Campus
- August 26 Red Cross Blood Drive – Melbourne Campus
- August 29 Commissioner of State Land Auction – Melbourne Campus

Ozarka College Events – Last Month's Events

- July 2 Special Board of Trustees meeting conducted – Melbourne Campus
- July 11 Progressive Eye Center Quarterly Meeting – Melbourne Campus
- July 30 Department of Career Education Meeting – Melbourne Airport

College Governance

- Signed the contract for the Ash Flat building July 25; anticipate closing by the end of August
- At the request of Suellen Davidson, she will now be on a nine-month contract as Associate Director of Advancement. Candace Killian will serve in a dual role as Executive Assistant to the President and Director of Advancement. The new reporting structure and relationship will allow increased effectiveness and synergy for the College.

Student Services/Enrollment Information

Dr. Josh Wilson, Vice President of Student Services:

- Completed the Academic All-Star Award selection process and notified/congratulated Ms. Mackenzie Anderson as the recipient who will by tradition join Ozarka College at the annual ACC conference in Little Rock in October and she will also be recognized at the fall Scholarship Reception
- Coordination of strategic prospect management and targeted outreach continues in support of fall enrollment/recruitment efforts
- Making final adjustments to housing selections/assignments for fall 2019; wait list for housing is over 20 students

- The result of grant personnel changes and streamlines like activities for a better student experience, Perkins and Career Pathways grants are now housed in a single Ozarka unit, Career Development, effective July 1st

Zeda Wilkerson, Registrar, Records, and Testing:

- Submitted VA Re-Approval Paperwork to the State Approving Agency
- Kelly proctored several work-keys in July and Accuplacer exams, as well as a CLEP exam

Laura Lawrence, Director of Financial Aid:

- Awarded ADHE scholarships, institution scholarships, Pell, and student loans for the 2019-20 academic year
- Completed contract with USA Funds Borrower Advantage to assist default management
- Currently have 19 VA students registered for fall and 5 pending VA students

Career Pathways

Amanda Engelhardt, Director of Career Development:

- Twelve nursing students have committed to the LPN package and requirements for the fall
- Amanda met with Trish Miller (Adult Edu.) & Greg Miller (WIOA) to discuss ways to improve upon existing referral processes
- CPI FY20 budget has been submitted and approved
- Kendra Smith conducted advisor training with Lindsey Johnson and Tiffney Miller
- Completed office transitions from Student Center to the main building of the Ash Flat campus
- Kendra finalized Community Resource Directory updates for 2019-20

TRIO Student Support Services

Tracy Cone, Director of TRIO:

- Worked on the proposed 2019-2020 TRIO budget
- Completed new TRIO applications/brochures for 2019-2020
- Reviewed all TRIO participant files to verify eligibility and required documentation

Finance

Tina Wheelis, Vice President of Finance:

- Departmental budgets for the fiscal year 2020 have been entered and are available for viewing
- The Arkansas Higher Education Coordinating Board approved the economic feasibility report for obtaining a bank loan to finance the purchase of a facility in Ash Flat to be used as a technical training center on July 26th
- The Method of Financing for the Welding Lab Renovation was approved by the ALC Review Committee on July 18th

Planning and Institutional Research

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

- Completed review of all HLC team writing assignments
- Completed draft of Quality Initiative Report
- Completed TRIO Grant data review

Ash Flat

Angela Phipps, Campus Director:

- CE class, Herbs/Medicine used in the Civil War – July 9
- Arkansas Rehabilitative Services – July 18
- CE painting class – July 19
- Campus tour for the new Chef – July 23

Mountain View

Megan Carpenter, Campus Director:

- Stone County Community Resource Council Meeting – July 8
- Fall Concert Planning Meeting – July 30
- Tour New Chef-Mountain View – July 31

Advancement

Candace Killian, Director of Advancement:

- Upcoming Fall Events:
 - Fall Concert in Mountain View – September 7
 - Scholarship Reception – September 10
 - Mammoth Spring 5K – September 21
 - Golf Tournament – October 5

Public Relations and Marketing

Kendra Collier, Director of Public Relations and Marketing:

- Submitted 11 press releases in June regarding continuing education classes, new programs, student pilots, summer events, etc.
- Created social media posts regarding above listed press releases, new classes, registration, community involvement, special events, summer events, etc.
- Designed and printed flyers for continuing education
- Designed and printed new program brochures for different departments
- Uploaded and edited all pictures for each event this month
- Updated program brochures
- Edited concurrent marketing materials
- Created new contracts for vendors for upcoming fiscal year
- Continued collaboration with Workhorse for Aviation commercial
- Created ad for Next Door Magazine and Eye On Magazine
- Updated and printed 2019 Transfer brochure
- Helped admissions create a t-shirt design
- Collaborated with VPAA and Admissions on new marketing layout
- Created 2019 Viewbook

- Corresponded with Workhorse to get aviation commercial done

Travel/College Representation

Dr. Richard Dawe, President:

- Arkansas Department of Aeronautics (ADA) Commission Meeting, Little Rock – July 17
- Arkansas Department of Higher Education (ADHE) Coordinating Board Meeting, Conway – July 25&26

Tina Wheelis, Vice President of Finance:

- Tina Wheelis, Arkansas Legislative Council Review Committee, Little Rock – July 18

Candace Killian, Director of Advancement:

- Suellen and Candace attended the Ruffalo Noel Levitz (RNL) National Conference, Nashville, TN July 23-26

Kendra Collier, Director of Public Relations and Marketing:

- FNBC Scholarship photo, Ash Flat – July 31

Zeda Wilkerson, Registrar, Records, and Testing:

- Quarterly ArkAcrao business meeting, Hot Springs – July 8th
- Zeda Wilkerson and Tess Weatherford attended the Association of Veteran Education Certifying Officials Conference in St. Louis, MO - July 15-18

Laura Lawrence, Director of Financial Aid:

- Attended the AVECO VA conference in St. Louis, MO – July 14-18.

Amanda Engelhardt, Director of Career Pathways:

- Amanda attended the CPI Regional Area Quarterly Meeting at ASU-MH with Arkansas Career Pathways Initiative (CPI) in collaboration with the Arkansas Department of Workforce Services – June 12

Trish Miller, Director of Adult Education:

- Kendall Morrison attended a Teacher Summit, Little Rock - July 29&30

James Spurlock, Mammoth Spring Campus Director:

- Mammoth Spring High School Concurrent Credit Meeting – July 9
- Thayer/Mammoth Spring Rotary Club Meeting – July 10,17,24,31

Angela Phipps, Ash Flat Campus Director:

- Spring River Innovation Hub meeting, Cherokee Village – July 1
- Spring River Innovation Hub, Canva Lunch and Learn, Cherokee Village – July 8
- Spring River Area Chamber of Commerce board meeting, – July 9
- Spring River Area Chamber of Commerce blue ribbon cutting, Ash Flat – July 11
- Robotics Camp at the I-Hub, Cherokee Village – July 11
- Highland High School meeting with Jeremy Lewis, Highland – July 15

- Professional Women’s Event at I-hub, Cherokee Village – July 22
- Meeting with Graycen Bigger, the Executive Director of the Spring River Innovation Hub, Cherokee Village – July 23
- Sharp County Fair, Ash Flat – July 29, 30, 31

Tentative Discussion Items for Next Board of Trustees Meeting:

- Ash Flat Technical Training Center update and programs discussion
- Melbourne welding program update

Tentative Action Items for Next Board of Trustees Meeting:

- Monthly and Year-to-date financials

Kudos:

- Laura Lawrence for her service as Director of Financial Aid. She did an amazing job bringing our unacceptably high student default rate down to a level that colleges across the nation aspire to achieve.

Dr. Dawe’s Comments:

- Those who were here this summer understand how quickly it has passed; everyone has been fully engaged and very productive. Now as we welcome back most of our faculty and of course Ozarka students, we are reenergized to serve and help them to succeed!the

Monthly Financial Reports:

	A	B	C	D	E	F	G	H	I	J	K	L	M
		Approved	Revised	Actual	Actual	Actual	Actual	Budgeted	Budgeted	Percentage			
		2019 - 2020 Budget	2019 - 2020 Budget	Month to Date	Year to Date	Year to Date	Year to Date	Balance to Collect or	Balance to Collect or	Realized			
				Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Balance to Expense	Balance to Expense	To Date			
1	Ozarka College												
2	Unrestricted Current Funds												
3	July 1, 2019 through July 31, 2019												
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8													
9	Revenues:												
10	Tuition & Related Fees	2,738,325	2,738,325	111,574	111,574			2,626,751		4.07%			
11	Program & Course Related Fees	624,395	624,395	20,179	20,179			604,217		3.23%			
12	Testing Services	84,830	84,830					84,830		0.00%			
13	Sales Tax Proceeds	473,100	473,100					473,100		0.00%			
14	Interest Income	19,505	19,505					19,505		0.00%			
15	Other Income	83,410	83,410	101	101			83,309		0.12%			
16	General Revenue	3,095,210	3,095,210	254,906	254,906			2,840,304		8.24%			
17	Workforce 2000 Funding	1,255,850	1,255,850	105,987	105,987			1,149,863		8.44%			
19	Auxiliary Income - Culinary Cafés	3,760	3,760					3,760		0.00%			
20	Auxiliary Income - Student Housing	47,200	47,200	2,079	2,079			45,121		0.00%			
23	Total Unrestricted Revenues	8,425,585	8,425,585	494,825	494,825			7,930,760		5.87%			
24													
25	Expenses:												
26	Regular Salaries	4,491,430	4,491,430	235,082	235,082			4,256,348		5.23%			
27	Extra Help Salaries	113,575	113,575	4,848	4,848			108,727		4.27%			
28	Fringe Benefits	1,714,370	1,714,370	91,226	91,226			1,623,144		5.32%			
29	Supplies & Services	91,645	91,645	106,492	106,492			(14,847)		116.20%			
30	Travel	1,156,065	1,156,065	9,174	9,174			1,146,891		0.79%			
31	Utilities	34,000	34,000	143,986	143,986			(109,986)		423.49%			
32	Capital Outlay	448,600	448,600					448,600		0.00%			
33	Bond Payments	375,900	375,900					375,900		0.00%			
35	Contingency	0	0					0		0			
36	Total Unrestricted Expenditures	8,425,585	8,425,585	590,808	590,808			7,834,777		7.01%			
37													
38													
40													
91													
92													

	Approved 2019 - 2020 Budget	Revised 2019 - 2020 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
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	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, 2019 through July 31, 2019	2018 - 2019 Fiscal Year												
4														
5														
6														
7														
8														
9	Revenues:													
10	Tuition & Related Fees	2,738,325		111,574		4.07%		2,738,490			89,284		3.26%	
11	Program & Course Related Fees	624,395		20,179		3.23%		584,935			17,730		3.03%	
12	Testing Services	84,830		0		0.00%		84,480			420		0.50%	
13	Sales Tax Proceeds	473,100		0		0.00%		460,800					0.00%	
14	Interest Income	19,505		0		0.00%		5,775					0.00%	
15	Other Income	83,410		101		0.12%		65,475			1,410		2.15%	
16	General Revenue	3,095,210		254,906		8.24%		3,126,475			266,309		8.52%	
17	Workforce 2000 Funding	1,255,850		105,987		8.44%		1,255,855			103,011		8.20%	
19	Auxiliary Income - Culinary Café	3,760		0		0.00%							#DIV/0!	
20	Auxiliary Income - Student Housing	47,200		2,079		0.00%							0.00%	
25	Total Unrestricted Revenues	8,425,585		494,825		5.87%		8,322,285			478,164		5.75%	
26														
27	Expenses:													
28	Regular Salaries	4,491,430		235,082		5.23%		4,427,595			219,635		4.96%	
29	Extra Help Salaries	113,575		4,848		4.27%		120,700			4,313		3.57%	
30	Fringe Benefits	1,714,370		91,226		5.32%		1,676,940			85,394		5.09%	
31	Supplies & Services	91,645		106,492		116.20%		1,120,305			102,405		9.14%	
32	Travel	1,156,065		9,174		0.79%		101,750			8,388		8.24%	
33	Utilities	34,000		143,986		423.49%		455,100			67,983		14.94%	
34	Capital Outlay	448,600		0		0.00%		8,750					0.00%	
35	Bond Payments	375,900		0		0.00%		374,830					0.00%	
37	Contingency	0		0		0.00%		36,315					0.00%	
38	Total Unrestricted Expenditures	8,425,585		590,808		7.01%		8,322,285			488,118		5.87%	
39														
40	Net Income or (Loss)			(95,983)							(9,954)			
41														
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95														

College Monthly Calendar

Calendar: Scheduler

Month View
Day View
Room Finder
New Event

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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5		(p) 9:00 AM Interviews - Aviation Admin Specialist	(m) 9:30 AM Foundation Board Meeting	(m) 10:00 AM ARS Client Meeting	(m) 8:30 AM NAESC Formative Assessment with Marcia Tate for Novice Teachers ARNEC Classes End Semester Final Exams Final Grades Due	(p) 8:30 AM Livestock & Poultry Advisory Board (p) 8:30 AM Livestock & Poultry Advisory Board	(p) 8:00 AM Izard County Pageants (p) 8:00 AM Izard County Pageants
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12		Reporting Day for Faculty		(p) 8:00 AM Empower Health Care Solutions Meeting (p) 8:00 AM Empower Health Care Solutions Meeting	(p) 12:00 PM WRAAA HCA Inservice New Student Orientation Mountain View 10:00-11:30 a.m. New Student Orientation Melbourne 2:00-3:30 p.m.		
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19		(p) 9:00 AM Nursing Seminar All Classes Begin					
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26		(p) 10:00 AM Red Cross Blood Drive					
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Event Codes:

- (K) - Catering
- (C) - Class - Off Schedule
- (F) - Foundation
- (H) - Hidden
- (M) - Meeting
- (P) - Public
- (S) - Student Activities**

9:43 AM
7/31/2019