

**President's Report
to the Board of Trustee
July 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

- July 11 Progressive Eye Center Quarterly Meeting – Melbourne Campus

Ozarka College Events – Last Month's Events

- June 6, 13, 20, 27 CASA Advocate Training – Ash Flat Campus
- June 6 Create Bridges BRE Roundtable – Ash Flat Campus
- June 26 NAESC Workshop – Melbourne Campus
- June 27 Defensive Driving Course – Mountain View Campus

College Governance

- Ozarka is exploring potential additional technical programs to develop. We are also considering a potential vacant building in the Ash Flat area to offer 2-3 technical programs in the near future.
- We received yet another very generous \$10,000 contribution from the Stone County Community Resource Council (SCCRC).
- We are in the 'waiting' phase to have our vacant Trustee position appointed by the Governor.

Academics

Dr. Chris Lorch, Vice President of Academic Affairs:

- Hired Tracie Morris as Biology Faculty
- Hired Karen Haley as Math Faculty
- Hired Tania Wallace as Administrative Assistant for Academics
- Continued to work on OSD grant for technical education and the Winrock grant for opioid addiction prevention education

Student Services/Enrollment Information

Dr. Josh Wilson, Vice President of Student Services:

- Coordinated office moves at Ash Flat for student services personnel, transitioning to a student services one-stop in the main building; collaborated with Dr. Lorch to make sure there were no undesirable outcomes for faculty involved
- 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 October and will also be recognized at the fall Scholarship Reception
- Coordination of strategic prospect management and targeted outreach continues in support of summer II/fall enrollment/recruitment efforts

- Facilitated applicant review and recommendation for the Director of Admissions and Student Engagement position and hired Ms. Erika Campbell to lead the College admissions efforts effective July 1

Zeda Wilkerson, Registrar, Records, and Testing:

- Working through transcript evaluations
- Running reports to locate additional graduates who completed programs
- Working on setting up the portal for Federal Tuition Assistance for the Army
- Kelly will begin training on a few additional registrar's office procedures during the month of July

Laura Lawrence, Director of Financial Aid:

- Received and awarded ADHE scholarships for the fall semester
- Received Title IV approval on the AS Surgical Technology degree

Career Services

Kendra Smith, Career Services (Perkins Grant)

- Updated Community Services Referral Guide and Transfer Guide and submitted to Dr. Wilson for approval
- Administered Perkins' program training, e.g., Technical Skills Assessment data entry for Perkins team newcomers: Amanda Engelhardt and Lindsey Johnson
- Conducted LPN resume workshop for Ash Flat graduating LPN class
- Contacted students in three low enrollment summer II courses regarding placement in alternate courses
- Assisted two RN students and one Ozarka AA GE graduate with resume preparation

Career Pathways

Amanda Engelhardt, Director of Career Pathways:

- Twelve nursing students have committed to the LPN package and requirements for the fall and they will be required to complete the WorkKeys Exam and will earn a Career Readiness Certificate
- Seventeen gas cards were distributed to students on all four campuses
- Amanda met with Trish Miller (Adult Ed) & Greg Miller (WIOA) to discuss ways to improve upon existing referral processes
- CPI FY20 budget has been submitted and approved

TRIO Student Support Services

Tracy Cone, Director of TRIO:

- Completed eligibility verification for all TRIO participants and updated database
- Reviewed new Grant Award Notification budgetary options

Veteran Services

Tess Weatherford, Associate Director of Financial Aid/Veteran Services:

- Sent summer II registration and FAFSA reminders to all VA students
- There are five VA students registered for the summer II term

- Izard County Single Parent Scholarship meeting – June 19th.
- Izard County Single Parent Scholarship summer awards ceremony - June 24

Finance

Tina Wheelis, Vice President of Finance:

- Several reports for the Arkansas Department of Higher Education were completed and submitted during the month
- The FY2020 departmental budgets have been entered into the accounting system and are available for staff to view

Planning and Institutional Research

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

- Completed Graduate Survey Results Report
- Progressed on Quality Initiative Report
- Completed research for Title III Grant

Administration

Jason Lawrence, Vice President of Administration:

- Listed in scheduled events
- Maintenance continues the Technical Training Center remodel in the back of the Administration Building

Grounds

Shane Kinion, Grounds – Landscape Supervisor:

- Preventative maintenance – All Campuses

Maintenance/Facilities

Marty McFarlin, Director of Maintenance:

- Preventative maintenance

Safety

- No issues reported

Ash Flat

Angela Phipps, Campus Director:

- CASA training – June 6, 13, 20, & 27
- Create Bridges Roundtable BRE – June 6
- Arkansas Rehabilitative Services – June 13
- Nursing graduation cook-out – June 20

Mammoth Spring

James Spurlock, Campus Director:

- Proctored online course final exams
- Thayer/Mammoth Spring Rotary Club Meeting
- Mammoth Spring Chamber of Commerce Meeting

Mountain View

Megan Carpenter, Campus Director:

- Stone County Community Resource Council Meeting
- Stone County Community Resource Council Scholarship Endowment
- Stone County Medical Center, Mash Presentation
- Defensive Driving Course

Advancement

Suellen Davidson, Director of Advancement:

- Working with Admissions and Financial Aid to finish scholarship award process for upcoming academic year
- Preparing for fall events: Sprint at the Spring, September 21; Fall Concert, September 28; Golf Tournament, October 5
- Reaching out to potential new Foundation Board members

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 FAFSA postcards for Admissions and printed
- Helped update aviation summer camp flyers and printed
- Created certificates for scholarship for Sheriff Earnie Blackley fundraiser
- Edited concurrent marketing materials
- Took photos of camp, uploaded, edited, posted to social media
- Created new contracts for vendors for upcoming fiscal year
- Established new vendor relationships with Eye On Magazine and Next Door magazine
- Started collaboration with Workhorse for Aviation commercial
- Updated and published President's and Provost's list
- Submitted article for Chris Lorch for Mover's and Shaker's section of the Arkansas Business Weekly

Travel/College Representation

Dr. Richard Dawe, President:

- Career Education Meeting, Little Rock – June 18
- ADA Meeting, Bentonville – June 19

Dr. Chris Lorch, Vice President of Academic Affairs:

- ARNEC Governing Board meeting, Little Rock – June 19

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

- Arkansas Institutional Researchers Organization (AIRO) meeting, Russellville, AR – June 25

Tina Wheelis, Vice President of Finance:

- Tina Wheelis and Amber Rush, Legislative Joint Auditing Committee, Little Rock – June 6
- DeeDe Steed, Arkansas Higher Ed Insurance Consortium Meeting, Little Rock – June 12
- Tina Wheelis and Amber Rush, Arkansas Association of College and University Business Officers (AACUBO) Workshop, Little Rock – June 19

Suellen Davidson, Director of Advancement:

- Create Bridges Grant information and training session, Ash Flat – June 6
- Meeting with potential Foundation Board member, Salem – June 6
- Photo with Stone County Community Resource Council board, Mountain View – June 17
- Meeting with potential Foundation Board member, Cave City – June 20
- Lunch meeting with board member, Molly Carpenter, Ash Flat – June 20
- Lunch with Stone County Foundation Board members to honor Gin Brown's resignation from board, Mountain View – June 21
- 5k planning meeting, June 26, Mammoth Spring

Kendra Collier, Director of Public Relations and Marketing:

- SCCRC photo in Mountain View – June 17
- Marketing meeting and nursery party, Ash Flat – June 20
- Vendor meeting with Eye On magazine, Batesville – June 25

Laura Lawrence, Director of Financial Aid:

- ASLA for AASFAA fall conference planning, Little Rock – June 13

Amanda Engelhardt, Director of Career Pathways:

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

James Spurlock, Mammoth Spring Campus Director:

- Salem Chamber of Commerce Meeting, Salem – June 13

Angela Phipps, Ash Flat Campus Director:

- Spring River Innovation Hub board meeting, Cherokee Village – June 5
- Spring River Area Chamber of Commerce board meeting, Highland – June 11
- Professional Women's meeting, Cherokee Village – June 17
- Spring River Area Chamber of Commerce meeting, Highland – June 18

Tentative Discussion Items for Next Board of Trustees Meeting:

- High School enrollment and program update

Tentative Action Items for Next Board of Trustees Meeting:

- Monthly and Year-to-date financials

Kudos:

- Great work with the Ash Flat move by the IS team, maintenance and faculty and staff involved.
- Congratulations to Trish Miller and the Adult Ed Team for an outstanding audit.

Dr. Dawe's Comments:

- I had the opportunity to meet with Jonathan Rhodes and Trustees Mike Watson and Fred Holzhauser at the Innovation Hub in Ash Flat recently. Very interesting ideas and goals discussed. We will continue to partner with them at every opportunity.
- Plans continue to be developed for additional technical training opportunities College Wide.

Ozarka College		2018 - 2019 Fiscal Year			2017 - 2018 Fiscal Year		
Unrestricted Current Funds - Fiscal Comparison		2018 - 2019 Fiscal Year			2017 - 2018 Fiscal Year		
July 1, 2018 through June 30, 2019		2018 - 2019 Fiscal Year			2017 - 2018 Fiscal Year		
		Revised	2018 - 2019 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 06/30/19	Revised	2017 - 2018 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 06/30/18
9	Revenues:						
10	Tuition & Related Fees	2,738,490	2,566,612	93.72%	2,782,340	2,539,885	91.29%
11	Program & Course Related Fees	584,935	500,106	85.50%	435,465	360,837	82.86%
12	Testing Services	84,480	86,355	102.22%	72,850	68,172	93.58%
13	Sales Tax Proceeds	460,800	420,693	91.30%	468,600	424,474	90.58%
14	Interest Income	5,775	19,122	331.12%	4,685	10,818	230.91%
15	Other Income	65,475	65,820	100.53%	67,270	89,105	132.46%
16	General Revenue	3,126,475	3,126,475	100.00%	3,126,500	3,126,475	100.00%
17	Workforce 2000 Funding	1,255,855	1,236,137	98.43%	1,271,850	1,255,854	98.74%
19	Auxiliary Income - Culinary Café	0	3,235	0.00%	9,900	338	3.41%
20	Auxiliary Income - Student Housing	0	29,841	0.00%			0.00%
25	Total Unrestricted Revenues	8,322,285	8,054,397	96.78%	8,239,460	7,875,958	95.59%
26							
27	Expenses:						
28	Regular Salaries	4,427,595	4,135,144	93.39%	4,432,180	4,090,494	92.29%
29	Extra Help Salaries	120,700	71,486	59.23%	108,800	77,279	71.03%
30	Fringe Benefits	1,676,940	1,519,899	90.64%	1,688,420	1,510,078	89.44%
31	Supplies & Services	1,105,075	1,058,482	95.78%	1,068,945	1,057,266	98.91%
32	Travel	96,920	94,095	97.09%	83,015	63,696	76.73%
33	Utilities	465,100	368,123	79.15%	444,460	333,510	75.04%
34	Capital Outlay	8,750	40,165	459.03%	39,960	107,845	269.88%
35	Bond Payments	374,830	376,850	100.54%	373,680	371,860	99.51%
37	Contingency	46,375		0.00%			0.00%
38	Total Unrestricted Expenditures	8,322,285	7,664,245	92.09%	8,239,460	7,612,028	92.39%
39							
40	Net Income or (Loss)		390,153			263,930	
41							
94							
95							

College Monthly Calendar

Calendar: Scheduler

Month View	Day View	Room Finder	New Event	July 2019							Next Month »
« Previous Month	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday				
	7	1 Classes Begin	2	3	4 Independence Day Holiday (Offices Closed)	5	6 (p) 1:00 PM Reception				
	14	8	9 Last Day to Audit a Class Census Day	10	11 (p) 8:00 AM Progressive Eye Center Quarterly Meeting	12	13				
	21	15	16	17	18	19	20				
	28	22	23	24	25 Last Day to Withdraw with a "W"	26	27 (p) 8:00 AM Reception				
		29	30	31							

Event Codes:

- (k) - Catering
- (C) - Class - Off Schedule
- (f) - Foundation
- (H) - Hidden
- (S) - Scheduling
- (P) - Public
- (s) - Student Activities**