

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

- May 2 Chronic Pain Classes – Melbourne Campus
- May 2 Capping and Pinning – Melbourne Campus
- May 3 Pioneer Day Singing – Melbourne Campus
- May 7 Health Fair – Ash Flat Campus
- May 8 ECD Advisory Meeting – Ash Flat Campus
- May 9 Chronic Pain Classes – Melbourne Campus
- May 9 Ozarka College Commencement – Melbourne Campus
- May 10 WRAAA Inservice – Ash Flat Campus
- May 15 SMART Workshop – Melbourne Campus
- May 16 GED Graduation – Melbourne Campus
- May 17 WRAAA Inservice – Melbourne Campus
- May 21 APAC Meeting – Ash Flat Campus

Ozarka College Events – Last Month's Events

- April 2 Real Estate CE Mandatory Class – Mountain View Campus
- April 6 ICARE Pickin' for Paws – Melbourne Campus
- April 11 Diabetic Education Workshop – Ash Flat Campus
- April 9 WIOA Regional Career Fair – Melbourne Campus
- April 9 Retired Teachers Meeting – Melbourne Campus
- April 9 Chronic Pain Classes – Ash Flat Campus
- April 10 Agriculture Industry Workshop – Melbourne Campus
- April 11 Chronic Pain Classes – Melbourne Campus
- April 12 Calico Rock Junior/Senior Prom – Melbourne Campus
- April 13 ACT Testing – Melbourne Campus
- April 13 Sky Warn Training – Ash Flat Campus
- April 16 Spring Fling (Drug and Alcohol Prevention) – All Campuses
- April 16 American Red Cross Blood Drive – Melbourne Campus
- April 16 Chronic Pain Classes – Ash Flat Campus
- April 18 Tour D'Art – Melbourne Campus
- April 18 Arkansas Rehabilitation – Ash Flat Campus
- April 18 Melbourne Junior/Senior Prom – Melbourne Campus
- April 18 Chronic Pain Classes – Melbourne Campus
- April 20 Miss Pioneer Day Pageant – Melbourne Campus
- April 23 Chronic Pain Classes – Ash Flat Campus
- April 24 Aviation Industry Workshop – Melbourne Campus
- April 25 Chronic Pain Classes – Melbourne Campus

- April 30 Chronic Pain Classes – Ash Flat Campus

College Governance

- Preparation for the HLC reaffirmation or accreditation visit continues under the leadership of Dr. Deltha Sharp and our committee criteria team chairs. I have great confidence in their work and believe we will have a successful visit.

Academics

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

- Presented at the Board of Trustees' Academic Committee Meeting – Melbourne – April 26 - about curriculum changes in Agriculture and Aviation. Also updated the committee on our progress on International students and the Technical Center. Informed them that Letters of Notification to ADHE for curriculum changes in the Aviation and Agriculture programs had been submitted for consent rather than approval.
- PTK Induction Ceremony – April 29
- Meeting with NorthCentral Technical Center, Melbourne – April 30
- Continuing work on the Technical Center application and with NorthCentral Arkansas Education Co-op for additional welding and CNA classes for next academic year in our service area
- Ads have been placed for instructors for Culinary, Mathematics, and Surgical Technology programs
- Ozarka College has been awarded the Delta Health Care Services Grant with WinRock and UAMS to provide Opioid community service awareness training over the next two years. This grant will provide funding to hire an instructor(s) to deliver the content that will be developed to support this grant. Ozarka College will play a pivotal role in providing information about Opioid Abuse and Opioid Awareness through 20 seminars each year within our service area. UAMS will provide simulation manikins at two or more major seminars as requested by the College. We are still in the gathering information and budgeting phase of this grant but the College requested almost \$350,000 in our initial application narrative. We believe that the College can make a difference in the lives of our communities through these community service events.

Library

Dan Lindsey, Library Director

- Eighth Annual Tour D'Art in the John E. Miller Education Complex on April 18
- Compiled library usage statistics for the 1th quarter 2019

Student Services/Enrollment Information

Dr. Josh Wilson, Vice President of Student Services:

- Spring Fling 2019, an end of year student event, was a success with approximately 175 participants. Event is an integrative effort toward federal and state awareness initiatives (e.g., alcohol/drug awareness, unplanned pregnancy resources, and sexual assault prevention—special thanks to Zeda Wilkerson for coordinating activities across all campuses

- Facilitated Perkins Industry workshops for Agriculture and Aviation; workshops included networking lunch, industry panel, question and answer panel discussion, and industry employer engagement for interested Ozarka and HS students
- Commissioned procedures for registration push for existing students to re-enroll for summer and fall courses
- Gearing up for Commencement 2019; all activities on track for this year's program
- Rolled out spring time multi-modal outreach effort to engage prospects for fall registration including visiting high schools and awards ceremonies up to graduation day, pushing a "priority fall registration" period out to all prospects/applicants in our database, and coordinating more targeted end of year visits with high school students still undecided for fall
- Currently gathering all evidence/documentation for International Student application

Zeda Wilkerson, Registrar, Records, and Testing:

- Updated degree audits to reflect program updates
- Spring Fling was held April 16 with over 155 participants
- DOD MOU Compliance Survey for Federal Tuition Assistance is due May 20th
- Reviewing evidence pieces needed for SEVIS application for processing International Students
- Contacting students who had incomplete grades in the Fall reminding them of deadline
- Assisting MHS counselor with a few final grades that are needed early during finals week
- Testing has been steadily increasing in the testing center. Kelly proctored Math for Health Professions tests, College Algebra tests, Accuplacer, CLEP, NATEF, and Work keys during the month of April

Laura Lawrence, Director of Financial Aid:

- Laura and Tess assisted with Get Real Here's the Deal for Mountain View High School at the Ozarka Mountain View campus – April 26
- Kay assisted with Youth Leadership in Stone County
- Co-facilitated Scholarship Selection Committee for 2019

Rylie Bevill, Associate Director of Admissions:

- Ready, Set, Graduate at Ash Flat
- Co-facilitated Scholarship Selection Committee for 2019
- Postcard advertising registration for summer & fall sent out

Career Services

Kendra Smith, Career Services (Perkins Grant)

- Preparations for Agriculture and Aviation Industry Workshops (press releases, high school and Ozarka student invitations, facility requests, panelist and recruiter invitations, prepared programs, etc.)
- Co-facilitated HLC Criterion Two team meeting with Brandy Gore
- Administered surveys for Ozarka Agriculture and Aviation students who attended Perkins industry workshops

- Co-facilitated Aviation Industry Workshops with Dr. Josh Wilson
- Conducted resume workshop for aviation students

Career Pathways

Amanda Engelhardt, Director of Career Pathways:

- Career Pathways is partnering with Perkins to provide a professional development event May 16 for all student services staff (Escape Rooms in Searcy)
- Books are being prepared for Summer I & II for book distribution week May 13 – 15
- Gas cards (\$50 each) were distributed to 44 students
- Amanda & Lindsey participated in the Aviation Preview day
- Lindsey & Tiffney volunteered to help with Get Real, Here's the Deal at Mountain View
- Amanda has been working on the FY20 budget proposal

TRIO Student Support Services

Tracy Cone, Director of TRIO:

- Hosted College of the Ozarks Admissions Representative for TRIO students on April 2
- TRIO representative at Get Real, Here's the Deal at Mountain View campus
- Compiled "Next Step" packet for Nursing graduates

Veteran Services

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

- Sent reminders to all VA students about intent to graduate/commencement ceremony
- Sent summer registration reminders to all VA students. Currently have six VA students enrolled for summer I
- Attended the Izard Co. Single Parent Scholarship meeting on April 17

Finance

Tina Wheelis, Vice President of Finance:

- The 2020 Operating Budget is near completion. The Administrative Council has reviewed the proposed budget it has been presented to the Board of Trustees Finance Committee.

Planning and Institutional Research

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

- Completed meetings with all criterion team leaders
- Conducted Student Satisfaction Inventory
- Conducted Employee Satisfaction Survey
- Completed all Non-Academic Departmental Assessment
- Conducted PAC meeting
- Completed Spring IPEDS Report
- Completed Environmental Scan

Administration

Jason Lawrence, Vice President of Administration:

- Listed in scheduled events

- Maintenance continues the Technical 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:

- Sharp County Extension Office – Diabetic Education – April 8
- Spring Fling – April 16
- Arkansas Rehabilitation Services – April 18
- A Hard Landing Sharp County OEM – April 30
- Conversational Spanish CE – April 2, 4
- Yoga CE class – April 11, 18

Mammoth Spring

James Spurlock, Campus Director:

- Spring Fling – April 16
- Koshkonong High School Accuplacer Testing Session – April 16

Mountain View

Megan Carpenter, Campus Director:

- Real Estate Workshop, Mountain View – April 2
- Gala, Melbourne – April 4
- Stone County Community Resource Council Meeting, Mountain View – April 8
- Dual/Concurrent Registration, Mountain View High School – April 16
- Spring Fling, Mountain View – April 16
- Youth Leadership, Mountain View - April 24
- Get Real Here's the Deal, Mountain View – April 26

Advancement

Suellen Davidson, Director of Advancement:

- Scholarship Committee meeting; reviewed scholarship applications for 2019-20 and the committee awarded 57 foundation scholarships for the upcoming academic year
- Receipting and donor acknowledgment is ongoing for the Spring Gala which was held on April 4. The event set a record with +\$54,000 income

- Planning for the upcoming Foundation Board scheduled for May 7
- Providing support for the upcoming Pioneer Day 5K, scheduled for May 4

Public Relations and Marketing

Kendra Collier, Director of Public Relations and Marketing:

- Submitted 13 press releases in April regarding continuing education classes, new programs, student pilots, events, etc.
- Created social media posts regarding above listed press releases, new classes, registration, community involvement, special events, etc.
- Created Snapchat for the College
- Created “snap” filter for the campus that runs whenever requested
- Designed and printed flyers for continuing education
- Designed and printed flyers for upcoming events such as Tour D’ Art and the Gala
- Attended Gala, took photos of event, posted to all social media platforms
- Attended Tour D’ Art, took photos of event, posted to all social media platforms
- Attended Agriculture workshop, took photos, posted to all social media platforms
- Attended Aviation workshop, took photos, posted to all social media platforms
- Took all upcoming nursing graduate photos
- Attended Spring Fling, took photos, posted to all social media platforms
- Designed ads for new job listings
- Designed ads for Business Spotlight and Avenues
- Designed and printed new program brochures for different departments
- Helped design new pop-up banner for culinary and the Gala
- Printed out brochures for Mountain View, Ash Flat, and Mammoth Spring campuses
- Attended Friends of the Library meeting for Tour D’ Art
- Designed Tour D’ Art program

Adult Education

Trish Miller, Director of Adult Education:

- Trish Miller and Debbie Yancey participated in the WIOA Regional Career Fair at Ozarka College – April 9

Travel/College Representation

Dr. Richard Dawe, President:

- Meeting with Rick Edwards for Aviation scholarships, Little Rock – April 9
- ADA Meeting, Little Rock – April 17
- ACC director interviews and 2-year Ps/Cs meeting, Little Rock – April 22
- Meeting with Fulton County Judge, Salem – April 30

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

- HLC Annual Conference, Chicago, IL – April 4 – 7

Dr. Josh Wilson, Vice President of Student Services:

- HLC Annual Conference, Chicago, IL – April 5 – 8

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

- HLC Annual Conference, Chicago, IL – April 5 – 8

Tina Wheelis, Vice President of Finance:

- DeeDe Steed
 - Arkansas College and University Professional Association – Human Resources Conference, Petit Jean – April 16 – 19

Kendra Collier, Director of PR & Marketing:

- Marketing Conference in Little Rock – April 2
- Ash Flat Nursing Picture – April 10
- Mountain View Nursing Picture – April 11

Laura Lawrence, Director of Financial Aid:

- Laura and Kay attended AASF AA Spring conference and boot camp, Little Rock – April 9 – 11

Rylie Bevell, Director of Admissions:

- Career EXPO at MHHS for Aviation and Culinary
- MHHS presentation for Culinary
- ACCUPLACER at Shirley HS
- THS recruitment visit
- KHS recruitment visit
- MHS recruitment visit (spoke to seniors in A&P class)

Tracy Cone, Director of TRIO:

- Bryan Jeffery, Mandy Brooks - Transfer Trip to UCA – April 5
- Tracy Cone, Shelia Titus - Spring Leadership AASAP Conference
- Bryan Jeffery, Mandy Brooks - Cultural Event to Branson Belle and Titanic Museum – April 10
- Tracy Cone, Mandy Brooks, Bryan Jeffery, Shelia Titus - Student Leadership Conference – Ozark Folk Center – April 12
- Tracy Cone, Mandy Brooks - Cultural/Educational Event to Kilted Kiln – April 16
- Bryan Jeffery, Mandy Brooks - Cultural Event to P. Allan Smith Farms – April 26

James Spurlock, Mammoth Spring Campus Director:

- Thayer Chamber of Commerce Meeting, Thayer, MO – April 2
- Thayer/Mammoth Spring Rotary Club Meeting, Mammoth Spring, AR – April 3 & 10
- KSAR Radio Interview, Mammoth Spring, AR – April 3
- Koshkonong High School Sports Surveys, Koshkonong, MO – April 3
- AM 1290 Radio Interview, Mammoth Spring, AR – April 4
- KKountry 95 Radio Interview, Mammoth Spring, AR – April 4
- Mammoth Spring Chamber of Commerce Fund Raiser, Mammoth Spring, AR – April 6
- American Legion Scholarship Photo, Mammoth Spring, AR – April 11

- Mammoth Spring Chamber of Commerce Meeting, Mammoth Spring, AR – April 11
- Ready Set Graduate Event, Salem, AR – April 17
- Mammoth Spring High School Concurrent Registration, Mammoth Spring, AR – April 26
- Alton High School Senior Scholarship Ceremony, Alton, MO - April 30

Angela Phipps, Ash Flat Campus Director:

- Spring Gala, Melbourne – April 3-4
- Cave City High School survey pickup, Cave City – April 8
- Highland High School survey pickup, Highland – April 8
- Spring River Area Chamber of Commerce Board meeting, Highland – April 9
- Cave City High School concurrent registration, Cave City – April 11
- Arkansas Pie Festival planning meeting, Cherokee Village – April 11
- Scholarship Committee Meeting, Melbourne – April 12
- Highland High School Accuplacer testing, Highland – April 15
- Arkansas Pie Festival Planning meeting, Cherokee Village – April 15
- Arkansas Pie Festival Volunteer meeting, Cherokee Village – April 16
- Tour d’Art set up, Melbourne – April 17
- Tour d’Art demonstration, Melbourne – April 18
- Arkansas Pie Festival set up, Cherokee Village – April 19
- Arkansas Pie Festival, Cherokee Village – April 20
- Salem High School Accuplacer testing, Salem – April 22
- Cave City High School signing day, Cave City – April 24

Trish Miller, Director of Adult Education:

- Trish Miller attended a WAGE Planning meeting at Lake DeGray – April 11 & 12
- Julia Chance attended a Career Service Provider training class in Little Rock – April 11 & 12
- Trish Miller attended an Adult Education Administrators’ meeting in Little Rock – April 24 & 25

Tentative Discussion Items for Next Board of Trustees Meeting:

- Proposed Japanese aviation student agreement with ASU-J
- Capital Campaigns
- Recognize Trustee Gammill for his service

Tentative Action Items for Next Board of Trustees Meeting:

- Financial reports
- Budget approval
- President’s review

Kudos:

- IS staff, Physical Plant staff and Culinary Arts staff for their work on the Tour D’Art

- Kendra Collier for promoting the Tour D'Art and creating the official program
- Zeda Wilkerson – Coordination for Spring Fling across all four campuses; a great event despite reduced budget due to no ACDEC grants available this year. Still had 175 participate and administered key drug/alcohol survey.
- Student Services Staff – Assistance with Spring Gala: setup; reception; back in kitchen; cleanup
- Kendra Smith – Taking lead in coordinating two successful Perkins Industry Workshops (AGRI and AVIA). First year to incorporate a comprehensive panel discussion with working lunch and recruiter networking. Well attended for both this year.
- Laura Lawrence for assistance in coordinating Get Real Here's the Deal workshop for Mtn View HS senior at the MV campus. Worked extensively with UA Extension Office (event partners) and Megan Carpenter (MV Campus Director) to deliver a successful financial literacy workshop to approximately 50 MV high school seniors.

Dr. Dawe's Comments:

- Ozarka Faculty, Staff and Administration have been very busy this semester as the academic year comes to an end. We can all be very proud of their hard work and dedication to serving our students!

Ozarka College		2018 - 2019 Fiscal Year				2017 - 2018 Fiscal Year			
Unrestricted Current Funds - Fiscal Comparison									
July 1, 2018 through April 30, 2019									
		Revised	2018 - 2019 Actual Year to Date	Percentage of Budget Realized as of 04/30/19	Revised	2017 - 2018 Actual Year to Date	Percentage of Budget Realized as of 04/30/18		
		2017 - 2018 Budget	Revenue/Expense		2017 - 2018 Budget	Revenue/Expense			
9	Revenues:								
10	Tuition & Related Fees	2,738,490	2,345,696	85.66%	2,782,340	2,295,794	82.51%		
11	Program & Course Related Fees	584,935	452,473	77.35%	435,465	314,758	72.28%		
12	Testing Services	84,480	69,000	81.68%	72,850	52,271	71.75%		
13	Sales Tax Proceeds	460,800	339,190	73.61%	468,600	346,783	74.00%		
14	Interest Income	5,775	9,837	170.34%	4,685	3,550	75.77%		
15	Other Income	65,475	63,273	96.64%	67,270	59,675	88.71%		
16	General Revenue	3,126,475	2,775,011	88.76%	3,126,500	2,674,758	85.55%		
17	Workforce 2000 Funding	1,255,855	1,030,114	82.02%	1,271,850	1,046,545	82.29%		
19	Auxiliary Income - Culinary Caf�	0	3,010	0.00%	9,900		0.00%		
20	Auxiliary Income - Student Housing	0	26,831	0.00%			0.00%		
25	Total Unrestricted Revenues	8,322,285	7,114,436	85.49%	8,239,460	6,794,134	82.46%		
26									
27	Expenses:								
28	Regular Salaries	4,427,595	3,428,205	77.43%	4,432,180	3,359,393	75.80%		
29	Extra Help Salaries	120,700	61,590	51.03%	108,800	67,196	61.76%		
30	Fringe Benefits	1,676,940	1,249,843	74.53%	1,688,420	1,229,275	72.81%		
31	Supplies & Services	1,105,075	778,676	70.46%	1,068,945	802,791	75.10%		
32	Travel	96,920	81,219	83.80%	83,015	60,052	72.34%		
33	Utilities	465,100	311,528	66.98%	444,460	303,628	68.31%		
34	Capital Outlay	8,750	40,072	457.96%	39,960	21,031	52.63%		
35	Bond Payments	374,830	287,133	76.60%	373,680	284,071	76.02%		
37	Contingency	46,375		0.00%			0.00%		
38	Total Unrestricted Expenditures	8,322,285	6,238,266	74.96%	8,239,460	6,127,437	74.37%		
39									
40	Net Income or (Loss)		876,169			666,697			
41									
94									
95									

College Monthly Calendar

Calendar: Scheduler

Month View	Day View	Room Finder	New Event	May 2019	Next Month >		
Previous Month	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5		6 (p) 1:00 PM Perkins Stakeholder Meeting	7 (p) 7:30 AM Ash Flat Health Fair (m) 8:00 AM Foundation Board Meeting (p) 1:00 PM Commencement Rehearsal in Wonderland (p) 3:00 PM NADT's Alice in Wonderland ARNEC Classes Begin	8 (m) 12:00 PM ECD Advisory meeting (p) 1:00 PM Perkins Stakeholder Meeting ARNEC Classes Begin	9 (p) 1:00 PM Chronic Pain (p) 6:30 PM Ozarka College Commencement 2019 (p) 6:30 PM Commencement Reception 2019 (p) 6:30 PM Commencement Reception 2019 Commencement ARNEC Classes Begin	10 (p) 12:00 PM WRAAA Inservice Final Grades Due ARNEC Classes Begin	11 (p) 10:00 AM Storm Spotter class ARNEC Classes Begin
12	ARNEC Classes Begin	13 (p) 1:00 PM GED Graduation Practice ARNEC Classes Begin	14 (p) 8:00 AM Early Vote in Wonderland (p) 3:00 PM NADT's Alice in Wonderland ARNEC Classes Begin	15 (p) 8:00 AM Get Real, Here's the Deal (p) 8:00 AM Get Real, Here's the Deal (p) 8:00 AM Get Real, Here's the Deal (p) 8:00 AM Early Vote	16 (p) 8:00 AM Early Vote (p) 4:30 PM GED Graduation (p) 4:30 PM GED Graduation (p) 4:30 PM GED Graduation (p) 4:30 PM GED Graduation ARNEC Classes Begin	17 (p) 1:00 PM WRAAA In Services (p) 1:00 PM WRAAA In Service Last Day for Faculty	18 (p) 8:00 AM Early Vote
19	(p) 8:00 AM Early Vote	20 (p) 8:00 AM Early Vote	21 (p) 8:00 AM Early Vote meeting (p) 11:30 AM APAC in Wonderland	22 (p) 3:00 PM NADT's Alice in Wonderland	23 (p) 3:00 PM NADT's Alice in Wonderland	24 (p) 3:00 PM NADT's Alice in Wonderland	25
26		27 Memorial Day Holiday (Offices Closed)	28 Classes Begin	29	30	31	

Event Codes:
(K) - Catering
(C) - Class - Off Schedule

10:48 AM 5/6/2019