

**President's Report
to the Board of Trustees
August 1, 2020**

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, 3-5 Census Training
- August 7, 27-28 NACE Testing
- August 18 American Red Cross Blood Drive
- August 19 ServSafe Training/Testing

Ozarka College Events – Last Month's Events

- July 7 SCMC Advisory Board Meeting
- July 14 & 31 Census Training 2020
- July 16 Real Estate Continuing Ed

College Governance

- We have recently hired several exceptional new members of the Ozarka team. Very pleased with the work of our committees to that end.
- The administrative Council has had a very busy summer dealing with the new reality Covid-19 has presented; preparing the Ash Flat Tech Center; and the Melbourne welding facility.
- Promoted James Spurlock to Assistant VP of Campus Operations to oversee the Ash Flat and Mammoth Spring campuses as well as the AF Tech Center initially

Student Services/Enrollment Information

Jason Lawrence, Vice President of Student Services:

- Perkins Annual Plan approval
- Developed Fall return to campus procedures/adjustments
- Working on Title IX revisions
- Increased recruiting intensity – Spring to Fall and New Students

Zeda Wilkerson, Senior Dir. of Enrollment Services, Registrar, Records, and Testing:

- Posting academic scholarship announcements to Social Media
- Assisting with registration, and helping cover our Mtn. View location one day a week
- Working on Fall Housing Assignments
- Email with new concurrent form and information about the concurrent challenge sent area counselors
- Transcript evaluations are being completed, and many transcript requests are being filled

Kim Lovelace, Director of Admissions:

- Letters to new applicants who have not enrolled reminding them about registration have been sent

- Postcards have been sent to returning students who have not yet enrolled
- Calls are also being made to returning students who have not enrolled
- Kim Lovelace is working at Mountain View on Tuesdays and Wednesdays to help with advising and registration
- Participated in the Arkansas Governor's School Virtual Career Fair

Kay Adkins, Director of Financial Aid:

- Disbursed Summer II financial aid: Pell and Loan
- Processing 20-21 ISIRS and verification paperwork
- Letters and emails to students (will post, not eligible, issues to resolve, No FAFSA reminders, SAP reminders)
- Continued processing ADHE scholarship rosters for fall semester
- Began process of posting Institution and Foundation Scholarships awards for fall semester to student ledgers
- VA student outreach and assistance: registration, certifying for benefits, no FAFSA reminders and applying for ADHE scholarships
- VA Webinar
- Phone conference with Borrower Connect/Student Connections for update on student borrowers placed on forbearance due to CARES Act—October 2020 will be back in repayment status
- Reviewing financial aid policies and procedures to update/revise for the 20-21 school year

Amanda Engelhardt, Director of Career Pathways:

- CPI now consist of Amanda Engelhardt and Lindsey Johnson 100% and Monieca West is now the ADHE CPI Director
- CPI is now taking requests for tuition assistance and course related supplies
- Lindsey has been registering and advising students
- Amanda has been working on a Crisis Technology Grant for \$12,000 to purchase laptops for CPI students

Perkins:

- Perkins is now comprised of Kendra Smith and Tiffney Miller, each serving at 75% Perkins/25% institutional. Brinda Berry is the acting Perkins State Director, with Monieca West now serving 70% Career Pathways/30% Perkins
- Annual Plan activities were submitted in Perkins V Portal and approved by ADHE
- The only pending activity is for Equipment Upgrades and Modernization
- Kendra updated the Student Success blog and Tiffney reviewed CareerLink for broken links and submitted updates to Chaney
- Kendra and Tiffney attended Coordinator 30/30 Zoom meeting conducted by Brinda Berry and Monieca West at ADHE
- Kendra and Tiffney contacted assigned students for Spring to Fall Retention effort
- Kendra met with WIOA representative, Tonya Crawford, in Melbourne to discuss program crossovers and possible collaboration

- Zoom meeting scheduled for July 29 with Caren Smith, CTE Coordinator, from the Northcentral Arkansas Education Service Cooperative regarding collaboration for collecting stakeholder data

Tracy Cone, Director of TRIO:

- Off contract during July

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration:

- Departmental budgets for the fiscal year 2021 have been entered and are available for viewing
- Several small projects have been completed by the maintenance staff over the summer
- The Ozarka College Foundation audit was conducted on July 27th

Ash Flat

James Spurlock, Assistant VP of Campus Operations Campus:

- No Report

Mammoth Spring

James Spurlock, Assistant VP of Campus Operations Campus Director:

- No Report

Mountain View

Donna York, Administrative Specialist MV:

- Stone County Medical Center Advisory Board Meeting – July 7
- Surgical Technology Program Entrance Exams – July 8 & 14
- White River Health Systems – Surgical Technology Recruitment – July 14
- Real Estate Continuing Education Class – July 16
- Accuplacer Testing – July 7, 9, 15-16, 22-23

Advancement

Dr. Josh Wilson, Vice President of Advancement:

- Mailed official letters to Foundation Scholarship recipients for 2020-2021 academic year.
- Fielded thank you notes and scholarship acceptance forms for donors.
- Received \$5,000 from Centennial Bank for Gala and upcoming Golf tournament sponsorship levels.
- Submitted a US Department of Labor/Delta Regional Authority grant proposal which if awarded will support equipment and startup for additional programs at the Technical Center in Ash Flat.
- Received confirmation of the naming of the tech center by FNBC. The center will be named the Carpenter Technical Center, after the long serving leadership of Martin Carpenter. Details on timeline for sign installation forthcoming, and plans for a open house/dedication will resume when safe and appropriate.

Public Relations and Marketing

Kendra Collier, Director of Public Relations and Marketing:

- Provided weekly content for Instagram and Facebook that followed our social media plan with program ads.
- Created registration ads, program ads, general ads, etc.
- Continued Welding program video
- Attended ACC Marketing Zoom meetings
- Edited Viewbook
- Created Ash Flat and Melbourne billboards
- Helped create mask design for campus

Adult Education

Trish Miller, Director of Adult Education:

- Kendall Morrison and Debbie Yancey participated in the LACES Data Entry ZOOM meeting – July 21
- Kendall Morrison and Debbie Yancey participated in the LACES 101 ZOOM meeting – July 23
- Trish Miller took part in the ESL training via ZOOM – July 21-22
- Julia Chance participated in the Career Service Provider webinar – July 24
- Kendall Morrison attended the Teachers Summit via ZOOM – July 28
- Kendall Morrison participated in the Adult Education Instructional Practices webinar – July 30-31

Information Systems/ Planning and IR

Scott Pinkston, Chief Information Officer:

- Continuing to replace aged equipment with new utilizing CARES Act funds
- Equipping the Ash Flat Tech Center with needed technology

Travel/College Representation

Dr. Richard Dawe, President:

- Division of Aeronautics Commission meeting --Little Rock - July 15
- ADHE Coordinating Board meeting --July 31

Kim Lovelace, Director of Admissions:

- No Travel

Tracy Cone, Director of TRIO:

- No Travel

Dr. Josh Wilson, Vice President for Advancement:

- Mammoth Spring – Promotional Photo of James Spurlock – July 27

James Spurlock, Assistant Vice President of Campus Operations:

- Thayer/Mammoth Spring Rotary Club Meeting – Mammoth Spring – July 1
- Thayer Chamber of Commerce – Thayer, Mo – July 7

- Mammoth Spring High School Meeting – Mammoth Spring – July 13
- Spring River Chamber of Commerce – Hardy – July 21

Trish Miller, Director of Adult Education:

- No Travel

Tentative Discussion Items for Next Board of Trustees Meeting:

- TBD

Tentative Action Items for Next Board of Trustees Meeting:

- Monthly Financials

Kudos:

- Amanda Engelhardt has been very helpful in passing along knowledge of Perkins Program Director responsibilities and resources.

In Our Thoughts:

- Dr. Karen Rosa, former Career Pathways Director for Arkansas, passed away after a fall in her home. The news came from Monieca West on Friday, July 24.

Dr. Dawe's Comments:

- Very pleased to be informed the Governor has again appointed Ben Cooper to the Ozarka Board of Trustees!

Monthly Financial Reports:

	Approved 2020 - 2021 Budget	Revised 2020 - 2021 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
Revenues:						
Tuition & Related Fees	2,737,470	2,737,470	107,176	107,176	2,630,294	3.92%
Program & Course Related Fees	913,410	913,410	25,194	25,194	888,217	2.76%
Testing Services	86,575	86,575	267	267	86,308	0.31%
Sales Tax Proceeds	477,600	477,600			477,600	0.00%
Interest Income	18,840	18,840			18,840	0.00%
Other Income	64,495	64,495	44	44	64,451	0.07%
General Revenue	2,591,465	2,591,465	355,562	355,562	2,235,903	13.72%
Workforce 2000 Funding	1,271,850	1,271,850	105,987	105,987	1,165,863	8.33%
Transfer from Construction/Renovation Reserve	146,880	146,880			146,880	0.00%
Auxiliary Income - Culinary Café	2,715	2,715			2,715	0.00%
Auxiliary Income - Student Housing	52,800	52,800	650	650	52,150	1.23%
Total Unrestricted Revenues	8,364,100	8,364,100	594,879	594,879	7,769,221	7.11%
Expenses:						
Regular Salaries	4,291,580	4,291,580	229,065	229,065	4,062,515	5.34%
Extra Help Salaries	121,800	121,800	5,448	5,448	116,352	4.47%
Fringe Benefits	1,595,060	1,595,060	96,400	96,400	1,498,660	6.04%
Supplies & Services	1,395,690	1,395,690	132,082	132,082	1,263,608	9.46%
Travel	64,905	64,905	96	96	64,809	0.15%
Utilities	415,920	415,920	103,659	103,659	312,261	24.92%
Capital Outlay	76,950	76,950			76,950	0.00%
Bond Payments	402,195	402,195			402,195	0.00%
Contingency	0	0			0	0
Total Unrestricted Expenditures	8,364,100	8,364,100	566,750	566,750	7,797,350	6.76%
			Net Income or (Loss)	28,129		

Zarka College Restricted Funds	July 1, 2020 through June 30, 2021	Approved 2020 - 2021 Budget	Adjustments to 2020 - 2021 Budget	Revised 2020 - 2021 Budget	Actual Month to Date Revenue/Expense	Actual Year to Date Revenue/Expense	Budgeted Balance to Collect or Balance to Expense
Student Aid Revenues							
R Challenge Awards		172,200		172,200			172,200
R Future Grant		78,300		78,300			78,300
R Workforce Challenge		9,600		9,600			9,600
ARES - Aid to Students							
Federal Work Study		60,000		60,000			60,000
Federal Tuition Assistance							
Workforce Grant		5,000		5,000			5,000
State Grant		6,000		6,000			6,000
ELL Grant		3,260,000		3,260,000	124,591	124,591	3,135,409
EOG Awards		40,000		40,000			40,000
Student Loans - Federal		1,165,000		1,165,000	20,200	20,200	1,144,800
Student Loans - Private		176,000		176,000			176,000
Miscellaneous Scholarships							
Student Aid Revenues		4,972,100	-	4,972,100	144,791	144,791	4,827,309
Federal Grant Revenues							
Career Pathways Initiative		178,000		178,000			178,000
ARES - Institutional Funding							
Carl Perkins		116,000		116,000			116,000
Correctional							
Direct & Equitable Grant		28,700		28,700			28,700
Delta Upsoar Grant		250,000		250,000			250,000
TRIO Grant		320,300		320,300			320,300
Federal Grant Revenues		893,000	-	893,000	-	-	893,000
State Grant Revenues							
Adult Basic Education Grant		129,700		129,700			129,700
Education & Training Grant		24,800		24,800			24,800
General Adult Education Grant		64,400		64,400			64,400
Special Projects Grant							
Career Tech Grant							
Aeronautics Grant							
State Grant Expenditures		218,900	-	218,900	-	-	218,900
Total Restricted Revenues		6,084,000	0	6,084,000	144,791	144,791	5,939,209

Ozarka College	Approved	Adjustments to	Revised	Actual	Actual	Budgeted
Restricted Funds	2020 - 2021 Budget	2020 - 2021 Budget	2020 - 2021 Budget	Month to Date	Year to Date	Balance to Collect or
July 1, 2020 through June 30, 2021	2020 - 2021 Budget	2020 - 2021 Budget	2020 - 2021 Budget	Revenue/Expense	Revenue/Expense	Balance to Expense
Student Aid Expenditures						
AR Challenge Awards	172,200		172,200			172,200
AR Future Grant	78,300		78,300			78,300
AR Workforce Challenge	9,600		9,600			9,600
CARES - Aid to Students						-
Federal Work Study	60,000		60,000	170	170	59,830
Federal Tuition Assistance						-
Go Grant	5,000		5,000			5,000
National Guard Grant	6,000		6,000			6,000
PELL Grant	3,260,000		3,260,000	124,591	124,591	3,135,409
SEOG Awards	40,000		40,000			40,000
Student Loans - Federal	1,165,000		1,165,000			1,165,000
Student Loans - Private	176,000		176,000	20,200	20,200	155,800
Miscellaneous Scholarships						-
Student Aid Expenditures	4,972,100	-	4,972,100	144,961	144,961	4,827,139
Federal Grant Expenditures						
Career Pathways Initiative	178,000		178,000	9,593	9,593	168,407
CARES - Institutional Funding						(10,415)
Carl Perkins	116,000		116,000	6,549	6,549	109,451
Correctional						-
Direct & Equitable Grant	28,700		28,700	4	4	28,696
Delta Upsoar Grant	250,000		250,000	5,842	5,842	244,158
TRIO Grant	320,300		320,300	23,364	23,364	296,936
Federal Grant Expenditures	893,000	-	893,000	55,766	55,766	837,234
State Grant Expenditures						
Adult Basic Education Grant	129,700		129,700	10,139	10,139	119,561
Education & Training Grant	24,800		24,800	2,239	2,239	22,561
General Adult Education Grant	64,400		64,400	2,217	2,217	62,183
Special Projects						-
Career Tech Grant						-
Aeronautics Grant						-
State Grant Expenditures	218,900	-	218,900	14,595	14,595	204,305
Total Restricted Expenditures	6,084,000	-	6,084,000	215,322	215,322	5,868,678

Ozarka College Unrestricted Current Funds - Fiscal Comparison July 1, 2020 through June 30, 2021	2020 - 2021 Fiscal Year				2019 - 2020 Fiscal Year			
	Revised	2020 - 2021 Actual	Percentage of		Revised	2019 - 2020 Actual	Percentage of	
	2020 - 2021 Budget	Year to Date	Budget Realized		2019 - 2020 Budget	Year to Date	Budget Realized	
		Revenue/Expense	as of 07/31/20		Revenue/Expense	as of 07/31/19		
Revenues:								
Tuition & Related Fees	2,737,470	107,176	3.92%		2,738,325	111,574	4.07%	
Program & Course Related Fees	913,410	25,194	2.76%		774,395	20,179	2.61%	
Testing Services	86,575	267	0.31%		84,830		0.00%	
Sales Tax Proceeds	477,600	0	0.00%		473,100		0.00%	
Interest Income	18,840	0	0.00%		19,505		0.00%	
Other Income	64,495	44	0.07%		83,410	101	0.12%	
General Revenue	2,591,465	355,562	13.72%		3,095,210	254,906	8.24%	
Workforce 2000 Funding	1,271,850	105,987	8.33%		1,255,850	105,987	8.44%	
Transfer from Construction/Renovation Fund	146,880	0	0.00%		300,000		0.00%	
Auxiliary Income - Culinary Café	2,715	0	0.00%		3,760		0.00%	
Auxiliary Income - Student Housing	52,800	650	0.00%		47,200	2,079	0.00%	
Total Unrestricted Revenues	8,364,100	594,879	7.11%		8,875,585	494,826	5.58%	
Expenses:								
Regular Salaries	4,291,580	229,065	5.34%		4,491,430	235,082	5.23%	
Extra Help Salaries	121,800	5,448	4.47%		113,575	4,848	4.27%	
Fringe Benefits	1,595,060	96,400	6.04%		1,714,370	91,226	5.32%	
Supplies & Services	1,395,690	132,082	9.46%		1,634,221	106,492	6.52%	
Travel	64,905	96	0.15%		79,489	9,174	11.54%	
Utilities	415,920	103,659	24.92%		432,600	143,986	33.28%	
Capital Outlay	76,950	0	0.00%		34,000		0.00%	
Bond Payments	402,195	0	0.00%		375,900		0.00%	
Contingency	0	0	0.00%				0.00%	
Total Unrestricted Expenditures	8,364,100	566,750	6.78%		8,875,585	590,808	6.66%	
Net Income or (Loss)		28,129				(95,982)		

College Monthly Calendar:

Calendar: Scheduler

Month View
Day View
Room Finder
New Event

August 2020

« Previous Month Next Month »

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2							1
9	3	4	5	6	7	8	
				Semester Final Exams Final Grades Due	(p) 8:00 AM NACE Testing (p) 8:00 AM NACE Testing		
16	10	11	12	13	14	15	
	Reporting Day for Faculty		New Student Orientation (MS 10-11:30AM / AF 2-3:30 PM)	New Student Orientation (NW 10-11:30AM / Mel 2-3:30 PM)			
23	17	18	19	20	21	22	
	(p) 8:30 AM Microbiology Class (p) 8:30 AM Microbiology Class (p) 9:00 AM Nursing Seminar All Classes Begin	(p) 8:30 AM Microbiology Class (p) 10:00 AM American Red Cross Blood Drive ARNEC Classes Begin	(p) 8:00 AM ServSafe Training/Testing				
30	24	25	26	27	28	29	
	Last Day to Audit a Class Census Day			(p) 8:00 AM NACE Testing (p) 8:00 AM NACE Testing	(p) 8:00 AM NACE Testing (p) 8:00 AM NACE Testing		

Event Codes:

- (k) - Catering
- (c) - Class - Off Schedule
- (f) - Foundation
- (h) - Hidden
- (m) - Meeting
- (p) - Public
- (s) - Student Activities