

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

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

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

- June 2 PAX Test – Ash Flat Campus
- June 3 PAX Test – Mountain View Campus
- June 4 PAX Test – Melbourne Campus
- June 16 & 30 NACE Testing – Melbourne Campus

**College Governance**

- Currently considering best options for campus directors at Mountain View and Ash Flat. James Spurlock is doing very well managing both Ash Flat and Mammoth Spring at this time.
- Developing an opening plan for the fall semester, to be formalized and distributed soon. Ozarka plans to fully open at this time.

**Student Services/Enrollment Information**

*Jason Lawrence, Vice President of Student Services:*

- Perkins local application approved
- CSAO conference calls
- Began processing “Spring attendees not enrolled in Fall” list
- SS Grant application process redesign

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

- Summer I graduates are being marked as graduated
- 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
- Continuing to process incomplete grade contacts and updating grades as they become available
- Planning for an online format for New Student Orientation
- 2020-2021 Catalogs have arrived and are being distributed
- Kelly has been learning more financial aid, and testing is picking up as well

*Kim Lovelace, Director of Admissions:*

- Letters were sent to 2020 high school graduates who have not enrolled at Ozarka College encouraging them to consider Ozarka for their postsecondary education
- Postcards to all applicants not enrolled were sent encouraging them to get registered
- Kim Lovelace is working Tuesdays and Wednesdays at Mountain View to help with registration

*Kay Adkins, Director of Financial Aid:*

- Disbursed Summer I financial aid Pell and Loan
- 3 SAP appeals reviewed/approved
- Processing 20-21 ISIRS
- Letters and emails to students (will post, not eligible, issues to resolve, No FAFSA reminders, SAP reminders)
- Foundation Scholarship Committee meeting to select 20-21 recipients
- Began ADHE rosters processing for fall semester
- Assisting students with FAFSA over the phone and by appointment
- Certification of 14 VA students for summer I
- Reconciliation of 19-20 Pell and Student Loan disbursements
- Several professional development webinars

*Amanda Engelhardt, Director of Career Pathways:*

- CPI FY21 budget has been submitted and waiting for approval from ADHE
- CPI assisted three students with tuition and fees for Summer I
- Eight students have submitted tuition requests for Summer II
- Letters and applications have been prepared for all the new LPN students that were accepted into the Fall program
- Lindsey and Tiffney registered students for summer II and fall classes

Perkins:

- Local Application has been submitted and approved
- Kendra registered students for summer II and fall classes
- All staff attended Zoom meeting with state Perkins Director to review local application
- Kendra met with Amanda to review Perkins Coordinator duties/procedures
- Kendra is prepared to submit the Perkins Annual Plan once it opens in portal
- All staff attended 30/30 meeting in Melbourne
- Kendra and Tiffney visited Kala Miller, Surgical Technology Program Coordinator, in Mountain View to understand program and review opportunities to provide career services to her students

*Tracy Cone, Director of TRIO:*

- Continue degree audits for all TRIO students
- Continue registering TRIO students for Summer and Fall semesters
- Professional Development – COE Conference Call/Webinar
- Conducted virtual workshop and mailed workshop materials for No-Sew Masks

## **Finance and Administration**

*Tina Wheelis, Executive Vice President of Finance and Administration:*

- Several reports for the Arkansas Department of Higher Education were completed and submitted during the month
- The FY2021 departmental budgets have been entered into the accounting system and are available for staff to view
- The welding lab and tech center renovations have been completed, and we are looking forward to welcoming students to these classroom/laboratories soon

## **Ash Flat**

*Angela Phipps, Campus Director:*

- Nursing PAX test – June 2
- Spring River Area Chamber of Commerce board meeting call – June 9
- Spring River Innovation Hub board meeting – June 11
- ATI testing for LPN – June 4, 9, 16, 23
- Nursing PALS & BLS training – June 9, 10, 17, 18

## **Mammoth Spring**

*James Spurlock, Campus Director:*

- No Report

## **Mountain View**

*Megan Carpenter, Campus Director:*

- Pax Testing with Stacy Dale – June 3
- GED Testing with Trish Miller – June 3, 17, 23, & 30
- Campus visit - Kendra Smith and Tiffney Miller – Perkins Program staff – June 15
- Accuplacer testing – June 3, 9, 17, 18, 23 & 25
- Wonderlic Testing for Surgical Technology Program with Stacy Dale – June 25
- Advising and Registration with Kim Lovelace – June 2-3, 9-10, 16-17, 24-25, & 30
- Advising and Registration with Zeda Wilkerson– June 4, 11, 18 & 23
- Jeanna Hurst, DON of Care Manor in Mountain Home-lecture on job opportunities and lunch for LPN students – June 23

## **Advancement**

*Dr. Josh Wilson, Vice President of Advancement:*

- Received \$15,000 from First Community Bank for Ash Flat Technical Center, a gift to name one of the advanced technical classrooms within the Center
- Held the summer Foundation Board meeting via video conference, quarterly meeting covering end-of-year budget reporting, funding account clean up, update on the Orr project, tentative plans for an expanded golf tournament event in September, and approval of 2020-2021 annual budget – June 2
- Conducted scholarship selection committee meeting – June 4
- Hosted a golf tournament planning meeting to discuss and propose new format and dates for the fall event – June 24

- Received additional \$25,000 in contributions toward multiple restricted activities, including technical center, Ash Flat campus food pantry, and scholarships

### **Public Relations and Marketing**

*Kendra Collier, Director of Public Relations and Marketing:*

- Submitted press releases regarding scholarship winners, flat tuition faculty of the year, etc.
- Created social media posts regarding above listed press releases, program ads, program videos, etc.
- Coordinated installation of new Surge Tech billboard in Mtn. View
- Created registration, yearbook and Farm Family ads, etc. for local print media
- Updated and printed graduation programs for 2020
- Completed Nursing program promotional video and began developing a video for Welding
- Attended ACC Marketing Zoom meetings
- Took Ash Flat and Mtn. View nursing class photos
- Created artwork for Marketing/Advancement door signage
- Place promotional item orders for other departments
- Created registration post cards for Admissions

### **Adult Education**

*Trish Miller, Director of Adult Education:*

- Kendall Morrison completed the online Lead Teacher Series – June 2
- Tish Miller attended a WIOA meeting via ZOOM – June 10
- June 16 & 17—Kendall Morrison participated in the Teaching Skills that Matter Virtual Conference via ZOOM – June 16-17

### **Information Systems/ Planning and IR**

*Scott Pinkston, Chief Information Officer:*

- Working on installing all equipment purchased through CARES Act
- Purchased switchgear for Ash Flat and Mountain View
- Will be updating Firewalls through CARES Act
- Phone lines have been installed at the Tech Center and equipment ordered
- Internet at the Tech Center has been installed

### **Travel/College Representation**

*Dr. Richard Dawe, President:*

- Presidents/Chancellors meeting – via Zoom – June 11
- ALC Personnel Committee Meeting – Little Rock – June 16
- First Community Gift Presentation – Ash Flat – June 23
- ACC Board meeting – via Zoom – June 25

*Kim Lovelace, Director of Admissions:*

- No Travel

*Tracy Cone, Director of TRIO:*

- No Travel

*Dr. Josh Wilson, Vice President for Advancement:*

- Ash Flat Nursing Program; Class Photo and LPN Promotional Video (Kendra Collier) – Ash Flat – June 23
- Ash Flat Technical Center; First Community Bank Donation Photo (Dr. Wilson & Kendra Collier) – Ash Flat – June 23
- Delta Regional Authority -WORC Grant Planning Meeting (Dr. Wilson) – Ash Flat – June 24

*Angela Phipps, Ash Flat Campus Director:*

- No Travel

*James Spurlock, Mammoth Spring Campus Director:*

- Mammoth Spring Chamber of Commerce – Mammoth Spring – June 11
- Highland High School, Meeting with Counselors – Highland – June 17
- Thayer/Mammoth Spring Rotary Club Meeting – Mammoth Spring – June 24

*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:**

- Congratulations to Julia Chance for her completion of her Masters in Social Work with an Addiction Studies Certificate.
- Finance staff for a successful year end closing.

**Dr. Dawe's Comments:**

- The quarterly Board meeting will be conducted Thursday, 17 September; originally scheduled for August. This will allow better deconfliction with the start of the fall semester in August.
- Welding will begin operations in our new Melbourne facility mid-July for students who were incomplete due to Covid-19 to complete prior to the new semester.

# Monthly Financial Reports:

	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
<b>Ozarka College</b>						
<b>Unrestricted Current Funds</b>						
<b>July 1, 2019 through June 30, 2020</b>						
<b>Revenues:</b>						
Tuition & Related Fees	2,738,325	2,738,325	193,715	2,624,989	113,336	95.86%
Program & Course Related Fees	624,395	774,395	53,398	749,367	25,028	96.77%
Testing Services	84,830	84,830	20,464	82,249	2,581	96.96%
Sales Tax Proceeds	473,100	473,100	47,858	460,158	12,942	97.26%
Interest Income	19,505	19,505	818	21,224	(1,719)	108.81%
Other Income	83,410	83,410	126,150	191,390	(107,980)	229.46%
General Revenue	3,095,210	3,095,210	251,221	3,125,163	(29,953)	100.97%
Workforce 2000 Funding	1,255,850	1,255,850	105,987	1,271,841	(15,991)	101.27%
Transfer from Constructom/Renovation Reserve		300,000			300,000	0.00%
Auxiliary Income - Culinary Café	3,760	3,760		2,488	1,273	66.16%
Auxiliary Income - Student Housing	47,200	47,200	1,050	41,016	6,184	86.90%
<b>Total Unrestricted Revenues</b>	<b>8,425,585</b>	<b>8,875,585</b>	<b>800,661</b>	<b>8,569,884</b>	<b>305,701</b>	<b>96.56%</b>
<b>Expenses:</b>						
Regular Salaries	4,491,430	4,491,430	392,131	4,209,391	282,039	93.72%
Extra Help Salaries	113,575	113,575	4,619	77,340	36,235	68.10%
Fringe Benefits	1,714,370	1,714,370	139,158	1,520,068	194,302	88.67%
Supplies & Services	1,156,065	1,634,221	266,186	1,539,166	95,055	94.18%
Travel	91,645	79,489	537	44,542	34,947	56.04%
Utilities	448,600	432,600	32,457	339,494	93,106	78.48%
Capital Outlay	34,000	34,000	4,995	72,521	(38,521)	213.30%
Bond Payments	375,900	375,900	1,122	343,255	32,645	91.32%
Contingency		0			0	0
<b>Total Unrestricted Expenditures</b>	<b>8,425,585</b>	<b>8,875,585</b>	<b>841,203</b>	<b>8,145,778</b>	<b>729,807</b>	<b>91.78%</b>
			<b>Net Income or (Loss)</b>	<b>424,106</b>		
A = Midyear Review Adjustments (38,370)						
B = Transfer from Construction/Renovation Reserve for Welding Lab Renovation (300,000)						
C = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000)						

Ozarka College Restricted Funds July 1, 2019 through June 30, 2020		Approved 2019 - 2020 Budget	Adjustments to 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
<b>Student Aid Revenues</b>							
AR Challenge Awards	178,500			178,500		172,125	6,375
AR Future Grant	35,000	B	51,000	86,000	7,361	85,707	293
AR Workforce Challenge	6,000	B	3,600	9,600		9,600	-
CARES - Aid to Students		A	398,539	398,539		398,538	1
Federal Work Study	50,000			50,000		50,000	-
Federal Tuition Assistance		A	2,000	2,000		1,440	560
Go Grant	5,000			5,000		1,250	3,750
National Guard Grant		A	7,000	7,000	1,018	6,979	21
PELL Grant	3,000,000	B	258,000	3,258,000	221,649	3,257,316	684
SEOG Awards	30,000			30,000		30,000	-
Student Loans - Federal	1,100,000	B	89,000	1,189,000	88,838	1,188,907	93
Student Loans - Private		A	176,000	176,000		175,537	463
Miscellaneous Scholarships		A	59,000	59,000	6,000	58,800	200
<b>Student Aid Revenues</b>	<b>4,404,500</b>		<b>1,044,139</b>	<b>5,448,639</b>	<b>324,866</b>	<b>5,436,199</b>	<b>12,440</b>
<b>Federal Grant Revenues</b>							
Career Pathways Initiative	178,170			178,170	9,186	155,950	22,220
CARES - Institutional Funding		A	398,539	398,539	185,456	185,456	213,083
Carl Perkins	117,420			117,420	23,069	84,654	32,766
Correctional		B	30,744	30,744	559	9,672	21,072
Direct & Equitable Grant	28,700			28,700	6,963	28,703	(3)
Delta Upsoar Grant	199,335			199,335		54,806	144,529
TRIO Grant	306,440			306,440	63,343	302,240	4,200
<b>Federal Grant Revenues</b>	<b>830,065</b>		<b>429,283</b>	<b>1,259,348</b>	<b>288,577</b>	<b>821,481</b>	<b>437,867</b>
<b>State Grant Revenues</b>							
Adult Basic Education Grant	129,660			129,660	30,838	129,657	3
Education & Training Grant	24,810			24,810	8,454	24,810	0
General Adult Education Grant	64,380			64,380	22,840	64,382	(2)
Special Projects Grant	27,930			27,930	6,271	27,930	(0)
Career Tech Grant		A	221,410	221,410	19,597	113,088	108,322
Aeronautics Grant		A	115,785	115,785		115,786	(1)
<b>State Grant Expenditures</b>	<b>246,780</b>		<b>337,195</b>	<b>583,975</b>	<b>88,000</b>	<b>475,653</b>	<b>108,322</b>
<b>Total Restricted Revenues</b>	<b>5,481,345</b>		<b>1,810,617</b>	<b>7,291,962</b>	<b>701,443</b>	<b>6,733,333</b>	<b>558,629</b>

Ozarka College		Restricted Funds		July 1, 2019 through June 30, 2020											
	Approved	Adjustments to	Revised	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budgeted
	2019 - 2020 Budget	2019 - 2020 Budget	2019 - 2020 Budget	Month to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Balance to Collect or
				Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Balance to Collect or
AR Challenge Awards	178,500		178,500		172,125										6,375
AR Future Grant	35,000	B 51,000	86,000	7,361	85,707										293
AR Workforce Challenge	6,000	B 3,600	9,600		9,600										-
CARES - Aid to Students		A 398,539	398,539		398,538										1
Federal Work Study	50,000		50,000		50,000										-
Federal Tuition Assistance		A 2,000	2,000		1,440										560
Go Grant	5,000		5,000		1,250										3,750
National Guard Grant		A 7,000	7,000	1,018	6,979										21
PELL Grant	3,000,000	B 258,000	3,258,000	221,649	3,257,316										684
SEOG Awards	30,000		30,000		30,000										-
Student Loans - Federal	1,100,000	B 89,000	1,189,000	88,838	1,188,907										93
Student Loans - Private		A 176,000	176,000		175,537										463
Miscellaneous Scholarships		A 59,000	59,000	5,500	58,800										200
<b>Student Aid Expenditures</b>	<b>4,404,500</b>	<b>1,044,139</b>	<b>5,448,639</b>	<b>324,366</b>	<b>5,436,199</b>										<b>12,440</b>
<b>Federal Grant Expenditures</b>															
Career Pathways Initiative	178,170		178,170	11,770	174,331										3,839
CARES - Institutional Funding		A 398,539	398,539	184,953	184,953										213,586
Carl Perkins	117,420		117,420	22,564	107,243										10,177
Correctional		B 30,744	30,744		9,672										21,072
Direct & Equitable Grant	28,700		28,700	4,737	28,703										(3)
Delta Upscar Grant	199,335		199,335	8,712	81,362										117,953
TRIO Grant	306,440		306,440	39,530	302,492										3,948
<b>Federal Grant Expenditures</b>	<b>830,065</b>	<b>429,283</b>	<b>1,259,348</b>	<b>272,267</b>	<b>888,776</b>										<b>370,572</b>
<b>State Grant Expenditures</b>															
Adult Basic Education Grant	129,660		129,660	9,920	128,696										964
Education & Training Grant	24,810		24,810	1,779	20,770										4,040
General Adult Education Grant	64,380		64,380	6,834	56,343										8,037
Special Projects	27,930		27,930		21,659										6,271
Career Tech Grant		A 221,410	221,410	16,938	130,026										91,384
Aeronautics Grant		A 115,785	115,785		115,786										(1)
<b>State Grant Expenditures</b>	<b>246,780</b>	<b>337,195</b>	<b>583,975</b>	<b>35,471</b>	<b>473,280</b>										<b>110,695</b>
<b>Total Restricted Expenditures</b>	<b>5,481,345</b>	<b>1,810,617</b>	<b>7,291,962</b>	<b>632,103</b>	<b>6,798,255</b>										<b>493,707</b>

Ozarka College Unrestricted Current Funds - Fiscal Comparison July 1, 2019 through June 30, 2020	2019 - 2020 Fiscal Year				2018 - 2019 Fiscal Year			
	Revised	2019 - 2020 Actual Year to Date	Percentage of Budget Realized as of 06/30/20		Revised	2018 - 2019 Actual Year to Date	Percentage of Budget Realized as of 06/30/19	
	2019 - 2020 Budget	Revenue/Expense			2018 - 2019 Budget	Revenue/Expense		
<b>Revenues:</b>								
Tuition & Related Fees	2,738,325	2,624,989	95.86%		2,738,490	2,566,612	93.72%	
Program & Course Related Fees	774,395	749,367	96.77%		584,935	500,106	85.50%	
Testing Services	84,830	82,249	96.96%		84,480	86,355	102.22%	
Sales Tax Proceeds	473,100	460,158	97.26%		460,800	420,693	91.30%	
Interest Income	19,505	21,224	108.81%		5,775	19,122	331.12%	
Other Income	83,410	191,390	229.46%		65,475	65,820	100.53%	
General Revenue	3,095,210	3,125,163	100.97%		3,126,475	3,126,475	100.00%	
Workforce 2000 Funding	1,255,850	1,271,841	101.27%		1,255,855	1,236,137	98.43%	
Auxiliary Income - Culinary Café	3,760	2,488	0.00%			3,235	0.00%	
Auxiliary Income - Student Housing	47,200	41,016	0.00%			29,841	0.00%	
<b>Total Unrestricted Revenues</b>	<b>8,875,585</b>	<b>8,569,884</b>	<b>96.56%</b>		<b>8,322,285</b>	<b>8,054,396</b>	<b>96.78%</b>	
<b>Expenses:</b>								
Regular Salaries	4,491,430	4,209,391	93.72%		4,427,595	4,135,144	93.39%	
Extra Help Salaries	113,575	77,340	68.10%		120,700	71,486	59.23%	
Fringe Benefits	1,714,370	1,520,068	88.67%		1,676,940	1,519,899	90.64%	
Supplies & Services	1,634,221	1,539,166	94.18%		1,120,305	1,058,482	94.48%	
Travel	79,489	44,542	56.04%		101,750	94,095	92.48%	
Utilities	432,600	339,494	78.48%		455,100	368,123	80.89%	
Capital Outlay	34,000	72,521	213.30%		8,750	40,165	459.03%	
Bond Payments	375,900	343,255	91.32%		374,830	376,850	100.54%	
Contingency	0	0	0.00%		36,315		0.00%	
<b>Total Unrestricted Expenditures</b>	<b>8,875,585</b>	<b>8,145,778</b>	<b>91.78%</b>		<b>8,322,285</b>	<b>7,664,244</b>	<b>92.09%</b>	
<b>Net Income or (Loss)</b>		<b>424,106</b>				<b>390,152</b>		

# College Monthly Calendar:

Calendar: Scheduler

« Previous Month
July 2020
Next Month »

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5	6 Classes Begin	7 (p) 12:00 PM SCMC Advisory Board Meeting	8	9	10 Last Day to Audit a Class Census Day	11
12	13	14 (p) 9:00 AM Census Training 2020 (p) 9:00 AM Census Training 2020 (p) 9:00 AM Census Training 2020	15	16 (p) 8:00 AM Real Estate Continuing Ed	17	18
19	20	21	22	23 Last Day to Withdraw with a "W"	24	25
26	27	28	29	30 ARNEC Classes End	31 (p) 9:00 AM Census Training 2020 (p) 9:00 AM Census Training 2020 (p) 9:00 AM Census Training 2020	

**Event Codes:**

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