President's Report to the Board of Trustees May 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

• May 21 Cattleman's Meeting – Ash Flat Campus

Ozarka College Events – Last Month's Events

• April 8 American Red Cross Blood Drive – Melbourne Campus

College Governance

- Primarily on-line education continues until further notice or guidance from the state.
- We have cancelled Commencement and Nurse Capping and Pinning is delayed but realize further changes may be necessary.
- We Have transitioned to our summer schedule of Monday through Thursday.
- Limited technical training has continued with extension additional cleaning and precautions.

Student Services/Enrollment Information

Jason Lawrence, Vice President of Student Services:

- Registration is open and trending to catch up with last years' enrollment. Thanks to the staff and faculty for adapting to the new format.
- Continuing to manage:
 - $\circ \quad SS \ staff \ rotation$
 - Perkins V expenditures and application process

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

- We have resumed placement testing by individual appointment, sanitizing between students
- Kelly has been contacting former graduates regarding diplomas
- Working with the Admissions and Financial Aid Departments for a weekly social media video
- Participated in two webinars regarding remote testing
- Participated in two Financial Aid Webinars regarding Title IV during the pandemic
- Working on the HLC Criterion 1 Draft
- Processing incomplete grade contracts as they filter in and following up on last semester's incompletes

Kim Lovelace, Director of Admissions:

• Emails have been sent to current housing students to determine who will be returning to housing this fall

- Admissions is creating general information videos and posting to social media each week on Wednesdays
- Working with PR to announce scholarship recipients for print and social media
- "Welcome to Ozarka" emails and letters are sent to each new applicant; each applicant is also called to see if they have questions or need help completing the enrollment process
- Continue to send emails weekly to all applicants who have requested information on housing for Fall 2020 that includes a link for survey in which they indicate roommate compatibility preferences
- Conducted a virtual campus tour for a prospective Culinary student using Google Hangouts
- 90-day reviews have been completed on Kim Lovelace and Erica Roark

Kay Adkins, Director of Financial Aid:

- Completed 8-week NASFAA Credential course and exams for Needs Assessment Analysis and Professional Judgment
- Processed last student loan disbursements for spring
- Default Prevention Committee quarterly update from Borrower Connect (4/1)
- Continued e-mail and phone correspondence with students
- Began processing of the 20-21 FAFSAs
- Borrower Connect online training session (Whole Department) April 1
- NASFA COVID-19 update Webinars (Whole Department) April 2 and April 17
- Student Loan Eligibility Comp form/EFC calculation virtual training (Whole Department) April 16
- Began training to process the fall 2020 Federal Work Study recruitment/paperwork (Kelly Graham)
- Posted "FWS Prospect" activities to students indicating interest on their FAFSAs (Kelly Graham)
- Contacted spring WorkStudy students and sent new applications for those intending to return to their position in the fall (Kelly Graham)
- Sent e-mail reminders to all VA students about drop date and summer/fall registration (Tess Weatherford)
- Watched VA Recertification webinar (Tess Weatherford) April 15
- Completed VA SCO training requirements (webinars and online trainings submitted) (Tess Weatherford)
- Made VA summer I enrollment spreadsheet (currently have 7 students for summer I) (Tess Weatherford)
- ADHE AR Future scholarship awards posted and placed eligible students with mentors and provided all necessary documentation/paperwork (Tess Weatherford)
- NASFAA "Off the Cuff" weekly webinars discussing COVID19 CARES Act (Pam Miller)
- Reviewing summer I students for summer Pell eligibility and posting awards (Pam Miller)
- 2 Go2Knowledge Webinars (Pam Miller)
- Printing summer I loan requests (Pam Miller)

Amanda Engelhardt, Director of Career Pathways:

- Career Pathways will be receiving \$10,000 to help supply students with loaner laptops from ADHE. Twenty students have already showed interest.
- Books are being prepared for Summer I & II
- Gas cards have been given to a few students who are still working and having to come to campus
- Five students have submitted tuition assistance requests for Summer
- Amanda has been working on the FY20 budget proposal
- Tiffney and Lindsey have been registering students
- Kendra has completed Go2Knowledge modules
- Kendra has also been communication with her advisees and registering students

Tracy Cone, Director of TRIO:

- Continue completing online midterm evaluations and mailing midterm packet
- Completing degree audits for all TRIO students
- Registering TRIO students for Summer and Fall semesters
- Professional Development COE Conference Call/Webinar
- Emailed virtual campus tours to TRIO students
- Emailed virtual museum tours to TRIO students.

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration:

- The 2021 Operating Budget has been completed. The Administrative Council has reviewed the proposed budget it has been presented to the Board of Trustees Finance Committee.
- The field work for the 2019 has been completed and an exit conference schedule for next month.
- The Welding Lab renovation is ahead of schedule. The contractor is anticipating that their work will be completed by the middle of June.
- Progress is still being made on the Ash Flat Tech Center and we anticipate the renovations to be completed by the end of June.

Ash Flat

Angela Phipps, Campus Director:

- Create Bridges call April 1
- Spring River Innovation Hub meeting, zoom April 9
- Spring River Area Chamber of Commerce, zoom April 14
- Concurrent Planning meeting, Microsoft Team April 15
- Create Bridges discussion with Julianne Dunn April 20
- Innovation Hub/Community Foundation call April 27, 28, 29
- Create Bridges meeting, zoom April 28

Mammoth Spring

James Spurlock, Campus Director:

• No Report

Mountain View

Megan Carpenter, Campus Director:

• No Report

Advancement

Dr. Josh Wilson, Vice President of Advancement:

- Communicated regularly with Foundation Board members to discuss impact of the COVID 19 crisis and future events planning
- Finalized sale of second tract of land; originally a land donation from the Smith family
- Smith family has agreed to fund the remaining balance toward endowing a scholarship in their grandparents' names
- Communicated with Gala sponsors by phone or email to discuss the implications of postponing the event and possible alternate options for fall
- Preparing for the June 2 Foundation Board meeting; including the dedication of a courtyard at the Ash Flat campus memorializing Mrs. Nancy Orr
- Coordinating with College and community stakeholders in preparation for grant application development for key College projects

Public Relations and Marketing

Kendra Collier, Director of Public Relations and Marketing:

- Provided weekly content for Instagram and Facebook
- Began drafting a quarterly Connection newsletter
- Constructed charts for marketing dates with admissions
- Created new social media ads for specific programs, and general
- Developed plans for new radio contracts
- Created registration ads and created flyer posts for specific programs
- Stayed on top of social media with continued postings about COVID-19 and how it is affecting Ozarka campuses and local communities

Adult Education

Trish Miller, Director of Adult Education:

- Julia Chance had a phone conference with Brenda Howard, State SNAP Program Manager April 1
- Trish had a phone conference with our Program Manager, Wendy Kittler April 2
- Trish Miller and Debbie Yancey participated in a LACES webinar April 6
- Trish Miller and Debbie Yancey participated in a budget meeting April 20
- Trish Miller attended an Administrators meeting via ZOOM April 22 & 23

Information Systems/ Planning and IR

Scott Pinkston, Chief Information Officer:

- Completed SWOT analysis and presented to AC
- 2020-2025 Strategic Plan draft
- Spring IPEDS were completed April 22

Travel/College Representation

Dr. Richard Dawe, President:

• No Travel

Kim Lovelace, Director of Admissions:

• No Travel

Tracy Cone, Director of TRIO:

• No Travel

Dr. Josh Wilson, Vice President for Advancement:

• No Travel

Angela Phipps, Ash Flat Campus Director:

• No Travel

James Spurlock, Mammoth Spring Campus Director:

• No Travel

Trish Miller, Director of Adult Education:

• No Travel

Tentative Discussion Items for Next Board of Trustees Meeting:

• COVID-19 virus actions/update

Tentative Action Items for Next Board of Trustees Meeting:

- Year to date and monthly budget approval
- Annual budget approval
- Strategic Plan Priorities approval
- President's annual review and Contract

Kudos:

• Zeda for kick starting the SS/Admissions video series. Kay and Erica for stepping out of their comfort zone and appearing in the SS videos. Very good work!

Dr. Dawe's Comments:

- This has continued to be a challenging and somewhat uncertain time for higher education and Ozarka. That said, I would like to again commend the entire team for taking on the many challenges and continuing to excel!
- We will continue to be primarily distance learning as is typical for summer semesters; with the exception of Aviation.

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\$ & Services 1,156,165 A, B, C 1,634,221 208,326 1,235,385 396,336 396,336 396,336 396,336 396,336 396,336 396,336 396,336 396,336 396,336 396,336 396,336 34,422 34,842 3	s & Services 1,156,065 A,B,C 1,63,221 2.06,326 1,235,355 398,336 398,336 398,336 398,336 398,336 398,336 338,336	s & Services 1,156,06 A,B,C 1,63,221 206,326 1,235,365 398,636	ringe Benefits	1.714.370		1.714.370	134.466	1.259.829	454,541	73.49%
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$	$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$	014by 0 19,645 A 79,680 A 46,647 34,647 34,842 54,842 54,842 54,842 54,842 54,842 54,842 54,843 54,843 74,647 74,647 74,843 74,647 74,843 <th< td=""><td>Supplies & Services</td><td>1,156,065 A</td><td>,B,C</td><td>1,634,221</td><td>208,326</td><td>1,235,385</td><td>398,836</td><td>75.59%</td></th<>	Supplies & Services	1,156,065 A	,B,C	1,634,221	208,326	1,235,385	398,836	75.59%
dutation 448,600 A 432,600 A 345,800 B 361,903 B 70,698 <	dtday dt48,600 A 422,600 A 34,560 A 34,600 A 70,698 70,698 70,698 70,698 70,698 70,698 70,698 70,698 70,698 70,698 70,698 70,698 70,597 90,736 90,712,633 90,712,633 90,712,633 90,712,633 90,712,633 90,712,633 90,712,633 90,712,633 90,712,633 90,712,633 90,712,633 90,712,633 9	Outlay 448,600 A 432,600 34,560 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,686 70,696 <td>ravel</td> <td>91,645</td> <td>4</td> <td>79,489</td> <td>(2,828)</td> <td>44,647</td> <td>34,842</td> <td>56.17%</td>	ravel	91,645	4	79,489	(2,828)	44,647	34,842	56.17%
$\begin{array}{c c c c c c c c c c c c c c c c c c c $	$\begin{array}{ c c c c c c c c c c c c c c c c c c c$	$\begin{array}{c c c c c c c c c c c c c c c c c c c $	Utilities	448,600	A	432,600	34,580	361,903	70,698	83.66%
$\begin{array}{c c c c c c c c c c c c c c c c c c c $	375,900 $72,900$ 296,303 79,597 0 0 0 0 0 8,875,585 742,724 6,763,032 2,112,553 Net Income or (Loss) 524,034 9 9	$\begin{array}{ c c c c c c c c c c c c c c c c c c c$	Capital Outlay	34,000		34,000	22,021	24,264	9,736	71.36%
0 142,724 6,763,032 0 0 8,875,585 742,724 6,763,032 2,112,553 1 Net Income or (Loss) 524,034 5 1 1	$ \begin{array}{c cccccccccccccccccccccccccccccccc$		Bond Payments	375,900		375,900		296,303	79,597	78.82%
8,875,585 742,724 6,763,032 2,112,553 Net Income or (Loss) 524,034	8,875,885 742,724 6,763,032 2,112,553 Net Income or (Loss) 524,034 5 5 Net Income or (Loss) 524,034 5 5 Net Income or (Loss) 5 5 5 5 Net Income or (Loss) 5 5 5 5 5 Net Income or (Loss) 5 <t< td=""><td>8,875,585 742,724 6,763,032 2,112,553 Net Income or (Loss) 524,034 9 9 9</td><td>Contingency</td><td></td><td></td><td>0</td><td></td><td></td><td>0</td><td>0</td></t<>	8,875,585 742,724 6,763,032 2,112,553 Net Income or (Loss) 524,034 9 9 9	Contingency			0			0	0
Net Income or (Loss)	Net Income or (Loss)	Net Income or (Loss)	Total Unrestricted Expenditures	8,425,585		8,875,585	742,724	6,763,032	2,112,553	76.20%
A = Midyear Review Adjustments (38,370) 5 = Transfer from Construction/Renovation Reserve for Welding Lab Renovation (300,000) 5 = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000)	A = Midyear Review Adjustments (38,370) a = Transfer from Construction/Renovation Reserve for Welding Lab Renovation (300,000) b = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000) c = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000)	A = Midyaer Review Adjustments (38,370) A = Midyaer Review Adjustments (38,370) B = Midyaer Review Adjuster Review Adjustments (38,370) B = Midyaer Review					Net Income or (Loss)	524,034		
b = Transfer from Construction/Renovation Reserve for Welding Lab Renovation (300,000) c = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000)	a = Transfer from Construction/Renovation Reserve for Welding Lab Renovation (300,000) c = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000) c = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000)	a = Transfer from Construction/Renovation Reserve for Welding Lab Renovation (300,000) b b b b b b b b b c	A = Midyear Review Adjustments (38,370)							
: = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000)	C = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000)	= Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000)	3 = Transfer from Construction/Renovation Reserve	for Welding Lab Renovation	on (300,0	(00)				
			C = Adjustment for Aviation Enrollment Increase/Pract	cticum Fees (150,000)						

Monthly Financial Reports:

Ozarka College						
Restricted Funds						
July 1, 2019 through April 30, 2020						
				Actual	Actual	Budgeted
	Approved	Adjustments to	Revised		Year to Date	Balance to Collect or
	2019 - 2020 Budget	2019 - 2020 Budget	2019 - 2020 Budget	Revenue/Expense	Revenue/Expense	Balance to Expense
Revenues:						
Student Aid Revenues						
AR Challenge Awards	178,500		178,500		172,125	6,375
AR Future Grant	35,000		35,000	29,662	78,346	(43,346)
AR Workforce Challenge	6,000		6,000	(800)	9,600	(3,600)
Federal Work Study	50,000		50,000	6,660	33,496	16,504
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	A 5,000	5,000		5,961	(361)
PELL Grant	3,000,000		3,000,000		3,032,569	(32,569)
SEOG Awards	30,000		30,000		30,000	1
Student Loans - Federal	1,100,000		1,100,000	227,859	1,100,069	(69)
Student Loans - Private	A	A 100,000	100,000		175,537	(75,537)
Miscellaneous Scholarships	A	A 55,000	55,000	26,500	52,800	2,200
Student Aid Revenues	4,404,500	162,000	4,566,500	289,881	4,693,194	(126,694)
Federal Grant Revenues						
Career Pathways Initiative	178,170		178,170		137,547	40,623
Carl Perkins	117,420		117,420		40,984	76,436
Correctional	8	30,744	30,744	2,972	9,113	21,631
Direct & Equitable Grant	28,700		28,700		17,289	11,411
Delta Upsoar Grant	199,335		199,335		19,832	179,503
TRIO Grant	306,440		306,440	25,385	220,685	85,755
Federal Grant Revenues	830,065	30,744	860,809	28,357	445,449	415,360
State Grant Revenues						
Adult Basic Education Grant	129,660		129,660	9,963	98,819	30,841
Education & Training Grant	24,810		24,810		14,717	10,093
General Adult Education Grant	64,380		64,380	5,109	41,542	22,838
Special Projects Grant	27,930		27,930		17,834	10,096
Career Tech Grant	A	V 221,410	221,410	40,500	93,490	127,920
Aeronautics Grant	A	115,785	115,785		115,786	(1)
State Grant Expenditures	246,780	337,195	583,975	55,572	382,190	201,785
Total Restricted Revenues	5,481,345	529,939	6,011,284	373,810	5,520,832	490,452

Ozarka College Restricted Funds						
July 1, 2019 through April 30, 2020						
				Actual	Actual	Budgeted
	2019 - 2020 Budget	2019 - 2020 Budget	2019 - 2020 Budget	Revenue/Expense	Revenue/Expense	e Balance to Expense
Expenditures:))			•	
Student Aid Expenditures						
AR Challenge Awards	178,500		178,500		172,125	6,375
AR Future Grant	35,000		35,000	29,662	78,346	(43,346)
AR Workforce Challenge	6,000		6,000	800	9,600	(3,600)
Federal Work Study	50,000		50,000	10,500	43,996	6,004
Federal Tuition Assistance	A	2,000	2,000		1,440	560
Go Grant	5,000		5,000		1,250	3,750
National Guard Grant	4	5,000	5,000		5,961	(361)
PELL Grant	3,000,000		3,000,000		3,032,569	(32,569)
SEOG Awards	30,000		30,000		30,000	•
Student Loans - Federal	1,100,000		1,100,000	3,316	1,100,069	(69)
Student Loans - Private	1	100,000			175,537	(175,537)
Miscellaneous Scholarships	A	V 55,000	55,000	500	53,300	1,700
Student Aid Expenditures	4,404,500	162,000	4,466,500	44,778	4,704,194	(237,694)
Federal Grant Expenditures						
Career Pathways Initiative	178,170		178,170	6,602	153,367	24,803
Carl Perkins	117,420		117,420	17,830	79,440	
Correctional		B 30,744	30,744	152	9,265	
Direct & Equitable Grant	28,700		28,700	2,222	21,740	6,960
Delta Upsoar Grant	199,335		199,335	8,725	63,896	135,439
TRIO Grant	306,440		306,440	18,602	238,897	67,543
Federal Grant Expenditures	830,065	30,744	860,809	54,134	566,604	294,205
State Grant Expenditures						
Adult Basic Education Grant	129,660		129,660	9,920	108,855	20,805
Education & Training Grant	24,810		24,810	1,025	17,380	7,430
General Adult Education Grant	64,380		64,380	4,244	45,786	18,594
Special Projects	27,930		27,930	135	21,659	6,271
Career Tech Grant	A	221,410	221,410	8,041	101,482	119,928
Aeronautics Grant	A	115,785	115,785		115,786	(1)
State Grant Expenditures	246,780	337,195	583,975	23,365	410,949	173,026
Total Restricted Expenditures	5,481,345	529,939	5,911,284	122,278	5,681,746	229,538

Unrestricted Current Funds - Fiscal Comparison	uo					
July 1, 2019 through April 30, 2020		2019 - 2020 Fiscal Year		20	2018 - 2019 Fiscal Year	1
		2019 - 2020 Actual	Percentage of		2018 - 2019 Actual	Percentage of
	Revised	Year to Date	Budget Realized	Revised	Year to Date	Budget Realized
2	2019 - 2020 Budget	Revenue/Expense	as of 04/30/20	2018 - 2019 Budget	Revenue/Expense	as of 04/30/20
Revenues:						
Tuition & Related Fees	2,738,325	2,392,402	87.37%	2,738,490	2,345,696	85.66%
Program & Course Related Fees	774,395	691,077	89.24%	584,935	452,473	77.35%
Testing Services	84,830	61,303	72.27%	84,480	000'69	81.68%
Sales Tax Proceeds	473,100	342,201	72.33%	460,800	339,190	73.61%
Interest Income	19,505	6,350	32.56%	5,775	9,837	170.34%
Other Income	83,410	49,871	59.79%	65,475	63,273	96.64%
General Revenue	3,095,210	2,642,493	85.37%	3,126,475	2,775,011	88.76%
Workforce 2000 Funding	1,255,850	1,059,867	84.39%	1,255,855	1,030,114	82.02%
Auxiliary Income - Culinary Café	3,760	2,488	0.00%		3,010	0.00%
Auxiliary Income - Student Housing	47,200	39,013	0.00%		26,831	0.00%
Total Unrestricted Revenues	8,875,585	7,287,066	82.10%	8,322,285	7,114,435	85.49%
Expenses:						
Regular Salaries	4,491,430	3,470,663	77.27%	4,427,595	3,428,205	77.43%
Extra Help Salaries	113,575	70,039	61.67%	120,700	61,590	51.03%
Fringe Benefits	1,714,370	1,259,829	73.49%	1,676,940	1,249,843	74.53%
Supplies & Services	1,634,221	1,235,385	75.59%	1,120,305	778,676	69.51%
Travel	79,489	44,647	56.17%	101,750	81,219	79.82%
Utilities	432,600	361,903	83.66%	455,100	311,528	68.45%
Capital Outlay	34,000	24,264	71.36%	8,750	40,072	457.97%
Bond Payments	375,900	296,303	78.82%	374,830	287,133	76.60%
Contingency	0	0	0.00%	36,315		0.00%
Total Unrestricted Expenditures	8,875,585	6,763,032	76.20%	8,322,285	6,238,266	74.96%
Net Income or (Loss)		524,034			876,169	



College Monthly Calendar: