

**President's Report
to the Board of Trustees
April 1, 2021**

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

- April 1 Staff Council Meeting
- April 5-7 Virtual Live Review ATI for Senior LPN Students
- April 7 Real Estate Continuing Education
- April 9 & 16 PAX Test
- April 16 ServSafe Managers Course
- April 20 ServSafe Managers Course
- April 22 LPN Student Testing
- April 23 ServSafe Managers Course
- April 23 ICC Prom
- April 24 Pioneer Day Beauty Pageant
- April 26 Pesticide Applicator Training
- April 29 Pesticide Applicator Training
- April 29 PAC Meeting

Ozarka College – Last Month's Events

- March 9 Cave City High School Visit
- March 16 PCC and PAC Meeting
- March 18 LPN Student Testing
- March 18 SCMC Advisory Board Meeting
- March 23 Board of Trustees Regular Meeting
- March 29 Summer/Fall Registration Opens

College Governance

- HB1854 was run in the House Education Committee; close vote in the end but did not advance. The good news is that the issues of Applied and Workforce Baccalaureate degrees is firmly on the state policy agenda for exploration and discussion.
- Planning for a near-normal Commencement on 6 May. Numbers allowed might be limited somewhat but at this time I would expect about half capacity of the John E. Miller Auditorium.

Student Services/Enrollment Information

Jason Lawrence, Vice President of Student Services:

- Reviewed and submitted budget requests
- Continued Covid response; as needed
- Reviewed admission/marketing efforts
- Monitored Perkins and CPI grant reporting
- Continued Annual Title IX Training

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

- Reviewed list of programs to be added for AR Future scholarships
- Visited MHS Juniors with Kim Lovelace
- Participated in HLC Virtual Meetings
- Reviewed and assisted with catalog updates for certain catalog sections
- Pulled prospective student contact lists and sent to program chairs
- Pulled and filtered mailing lists for registration postcards
- Participated in ArkAcrao EC Virtual Meeting as President-Elect
- Participated in VA State Training - March Webinar
- Participated in Virtual Default Management Meeting
- Sent Registration email to student body
- Updated Course Placement Chart
- Updated Degree Audits in advance of Registration

Kim Lovelace, Dir. of Admissions:

- Erica Roark completed a high school visit to IZARD County Consolidated
- Kim Lovelace and Robert Huckleberry gave the Accuplacer exam at Shirley High School
- Kim Lovelace, Robert Huckleberry and Marcus Orf completed high school visit at Rural Special
- Kim Lovelace did a mini-orientation for and gave a campus tour to Cave City High School students visiting the Melbourne campus
- Kim Lovelace and James Spurlock completed a high school visit to Thayer
- Erica Roark and James Spurlock completed high school visits at Alton, Highland, Mammoth Spring and Couch
- Erica, James, Marcus and Kim completed high school visits to Salem and Cave City
- Kim Lovelace and James Spurlock did Accuplacer testing at Viola High School
- Kim Lovelace completed Advisor Training
- Kim Lovelace, Zeda Wilkerson and Erica Roark completed a high school visit with all Melbourne Juniors
- Erica and Kim have met with prospective students on campus and given campus tours

Kay Adkins, Director of Financial Aid:

- Participation in HLC Re-accreditation Virtual Meetings (Kay and Tess)
- Outreach efforts to students-
 - Last-call outreach to students with outstanding balances for spring loan request deadline
 - All F's at Mid-term reminders/requirements for continuing aid eligibility
 - VA Summer enrollment outreach
- ADHE final spring roster submissions (AR Futures)
- Advisor training on March 19: Kay presented financial aid 'need-to-knows' for advisors
- Scheduled 2 FAFSA Fridays on each campus as follows:
 - Melbourne and Mountain View - April 9
 - Melbourne, Ash Flat, Mammoth Spring - April 16

- Mammoth Spring, Mountain View - April 23
- Awarded FSEOG for spring semester
- Updating FA Policy and Procedure manual for 21-22 (Kay)
- Updating forms and letters for 21-22 Financial Aid processing (Pam and Kay)
- Professional Development:
 - In-house training on R2T4 calculations and process (Kay, Pam, Tess)
 - Attended AASFAA virtual meeting (Kay)
 - NASFAA Webinars (Kay and Tess)
 - ADHE Roundtable virtual meeting (Tess)
 - VA training on March 18 (Tess)

Amanda Engelhardt, Director of Career Pathways:

- Career Pathways provided 15 graduating LPN students with \$200 NCLEX (state board testing) vouchers
- Requests for tuition assistance from Career Pathways for the Summer I semester are being accepted
- Amanda prepared for site visit with ADHE-CPI Director, Monieca West
- Amanda continued to participate in Case Management trainings
- Amanda and Lindsey continued to participated in Career Development course/training

Kendra Smith, Perkins Program Director:

- Visited Mountain View on Tuesdays (Tiffney) and Mammoth Spring on Thursdays (Kendra)
- Collaborated with Amber Rush to enter and submit approved reimbursement request for Perkins
- Participated in HLC visit Zoom meetings (Criterion 1 & 2, and Staff) - March 1
- Began registering students for summer/fall classes - March 29
- Send out midterm notices to advisee's - March 8
- Conducted resume workshop for Ash Flat automotive students (Kendra) - March 10
- Conducted resume workshop for Melbourne automotive students (Tiffney) - March 11
- Conducted resume workshop for Mountain View CNA class (Tiffney) - March 16
- Emailed PAX-PN test preparation information to LPN spring applicants
- Attended virtual NACADA Regions 4 & 7 Conference - March 29-30
- Submitted end of the year performance data analysis into Perkins portal to prepare for 2021-22 local application
- Processed eligible reimbursement requests for industry certification tests
- Collaborated with Create Bridges program to provide Soft Skills recorded presentation

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration:

- The budget process is currently under way for the 2021-2022 fiscal year. The departmental budget requests have been received by Finance
- The field work for the 2020 audit has been completed
- The IPEDS and HCL Financial Reports have been completed

Ash Flat

James Spurlock, Assistant VP of Campus Operations:

- Emerson utilizing office, conference room, and classroom - March 1-31
- Proctored mid-term exams - March 2-5
- Introduction to Education Meeting (Lecture Hall) - March 9
- All other non-reoccurring on-campus events/classes were postponed/canceled/conducted virtually

Mammoth Spring

James Spurlock, Assistant VP of Campus Operations Campus Director:

- Proctored mid-term exams - March 2-5
- All other non-reoccurring on-campus events/classes were postponed/canceled/conducted virtually.

Mountain View

Dr. Robert Huckleberry, Campus Director of Mountain View:

- Students participated in the HLC meetings
- Conducted Budget Meetings with VPAA
- Conducted Shirley High School Accuplacer Tests
- Participated in Summer and Fall Scheduling meetings
- Proctored Algebra Mid-Terms
- Rural Special High School Visit
- Hosted Stone County Republican Meetings
- Attended AG Candidate Meeting with Stone County Judge and Mountain View Mayor
- Attended Stone County Quorum Court
- Attended Academic Program Chairs Meeting
- Met with Rural Special (soon to be Principle) about Concurrent Class Offerings
- Participated in Institutional Professional Development Committee meeting
- Attended the PCC and PAC meeting
- Interviewed (and Tina hired) Zeb Norris for part-time maintenance position in Mountain View
- Met with MVSD about Concurrent Class Offerings
- Conducted numerous Accuplacer tests
- Attended Advisor Forum
- Hosted SCMC Advisory Board Meeting
- Sent over 1250 emails for Opening of Registration for Summer/Fall
- Met with Arkansas Craft School with Division Chair

Advancement

Dr. Josh Wilson, Vice President of Advancement:

- Assisted finance team in gathering information and preparing to meet with architects on next phase of Carpenter Tech Center renovation
- Received official offer on Ms. Betty Campbell's real estate gift, Foundation board accepted, and began next steps for acquisition

- Attended meetings for HLC hybrid visit with support to Criterion 1 and 5 committees
- Completed strategic planning activities; presented updated strategic plan, and mid-year progress assessment to Planning and Assessment Council for adoption

Suellen Davidson, Director of Development:

- Assisted with Campbell land transaction and Foundation follow through
- Recorded \$20,000 gift for scholarships from Dr. Kenny and Lynn Wyatt, a bequest from Kenny's late mother and longtime friend of the College in Stone County
- Sent Spring Constituent Engagement letter, with new details on spring events
- Setup scholarship endowment for Glenda Kankey's late son, Victor
- Began letter campaign for Doug Southard matching donation scholarship, targeting LPN graduates from Ash Flat nursing program
- Began planning efforts for Mountain View Ladies' Luncheon, currently planned for June 5

Katie Norris, Director of Public Relations & Marketing:

- Generated multi-media regarding scholarships, Pell/loan disbursements, new hires and promotions, and open registration
- Updated social media plan to include additional video content for summer/fall registration push
- Photography: Completed new Welding, Aviation, Science, Bakeshop, Café, Automotive, Nursing, Agriculture cohort photos, and gathered candid photos for new weekly Action posts.
- Created multi-media for College design projects, including Mountain View lithograph, new program brochures, Baseball/Softball season ads, new and improved registration postcards, Chef's Table event materials, new EMT offering, and high school recruitment posters
- Completed Spring Edition Newsletter
- Updated radio messaging for summer/fall registration and new programs

Adult Education

Trish Miller, Director of Adult Education:

- Julia Chance participated in an online webinar entitled "Preparing Students with Autism to Enter the Workplace" - March 9
- Julia Chance attended the monthly online SNAP meeting - March 15
- Trish Miller attended the Budget Proposal for TANF/SNAP E&T and Projection of End of the Year Funds ZOOM meeting - March 31

Information Systems/ Planning and IR

Scott Pinkston, VP and Chief Information Officer:

- Worked on IPEDS (Integrated Postsecondary Education Data System) reporting due April 10
- Developed criteria and application form for CRRSAA Funding for students
- Worked on Tech Center connectivity

Travel/College Representation

Dr. Richard Dawe, President:

- Arkansas Division of Aeronautics meeting - March 17
- Met with Rep. Gray to discuss a Bill for Two-year college baccalaureate degrees - March 24
- Weekly ACC legislative board meeting (Fridays)

Kim Lovelace, Director of Admissions:

- Izard County Consolidated HS – Brockwell - March 2
- Shirley HS – Shirley - March 4
- Rural Special HS – Fox - March 8
- Alton HS – Alton, MO - March 8
- Thayer HS – Thayer, MO - March 9
- Mammoth Spring HS – Mammoth Spring - March 10
- Couch HS – Couch, MO - March 10
- Highland HS – Highland - March 11
- Salem HS – Salem - March 12
- Cave City HS – Cave City - March 16
- Viola HS – Viola - March 17
- Melbourne HS – Melbourne - March 30

Dr. Josh Wilson, Vice President for Advancement:

- No travel

James Spurlock, Assistant Vice President of Campus Operations:

- Summer and Fall Scheduling Meeting – Melbourne, AR - March 5
- Thayer/Mammoth Spring Rotary Club Meeting – Mammoth Spring, AR - March 3,10,17,24,31
- Alton High School Recruiting Visit – Alton, MO - March 8
- Thayer Chamber of Commerce – Thayer, MO - March 9
- Thayer High School Recruiting Visit – Thayer, MO - March 9
- Mammoth Spring High School Recruiting Visit – Mammoth Spring, AR - March 10
- Couch High School Recruiting Visit – Myrtle, MO - March 10
- Mammoth Spring Chamber of Commerce – Mammoth Spring, AR - March 11
- Highland High School Recruiting Visit – Highland, AR - March 11
- Highland High School Technical Center Presentation – Highland, AR - March 11
- Salem High School Recruiting Visit – Salem, AR - March 12
- Salem Chamber of Commerce Board Meeting – Salem, AR - March 15
- Cave City High School Recruiting Visit – Cave City, AR - March 16
- PCC/PAC Meeting – Melbourne, AR - March 16
- Viola High School Accuplacer Test Session – Viola, AR - March 17
- Thayer Chamber of Commerce – Thayer, MO - February 2
- Thayer/Mammoth Spring Rotary Club Meeting – Mammoth Spring, AR - February 3,10,17,24

- Ready for Learning Committee Meeting MSHS – Mammoth Spring, AR - February 3
- Koshkonong High School Career Day – Koshkonong, MO - February 24
- Mammoth Spring Chamber of Commerce – Mammoth Spring, AR - February 25

Trish Miller, Director of Adult Education:

- No travel

Tentative Discussion Items for Next Board of Trustees Meeting:

- Enrollment Management Program
- Emerson and Ash Flat Tech Center update

Tentative Action Items for Next Board of Trustees Meeting:

- End-of-Month and Year-to-Date Financial Reports

Dr. Dawe's Comments:

- We are all thankful for Spring weather and for everyone's good health. As a College I am so proud of how we, as a team, weathered the Covid-19 pandemic together. Sadly, there were loved ones ill and some lost, but overall, we are grateful that we did not experience even worse outcomes and were able to sustain our high quality academic operations throughout. Very well done to all!

Ozarka College															
Restricted Funds															
July 1, 2020 through March 31, 2021															
		Approved	Adjustments to	Revised	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budgeted
		2020 - 2021 Budget	2020 - 2021 Budget	2020 - 2021 Budget	Month to Date	Year to Date	Month to Date	Year to Date	Month to Date	Year to Date	Month to Date	Year to Date	Month 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	Balance to Expense
	Student Aid Expenditures														
	AR Challenge Awards	172,200		172,200	54,750	133,250									38,950
	AR Future Grant	78,300		78,300		128,182									(49,882)
	AR Workforce Challenge	9,600		9,600	3,200	20,800									(11,200)
	Federal Work Study	60,000		60,000	7,887	44,043									15,957
	Go Grant	5,000		5,000	250										4,750
	National Guard Grant	6,000		6,000											6,000
	PELL Grant	3,260,000		3,260,000	17,136	2,802,013									457,987
	SEOG Awards	40,000		40,000	20,000	40,000									-
	Student Loans - Federal	1,165,000		1,165,000	175,876	748,622									416,378
	Student Loans - Private	176,000		176,000		102,250									73,750
	Miscellaneous Scholarships		50,000	50,000		50,201									(201)
	Student Aid Expenditures	4,972,100	50,000	5,022,100	278,849	4,069,611									952,489
	Federal Grant Expenditures														
	Career Pathways Initiative	178,000		178,000	33,258	179,622									(1,622)
	CARES - Institutional Funding	105,437		105,437	4,195	108,356									(2,919)
	CARES - Strengthening Institutions	38,594		38,594		38,594									-
	Carl Perkins	116,000		116,000	9,661	84,875									31,125
	Direct & Equitable Grant	28,700		28,700	2,554	20,930									7,770
	Delta Upsoar Grant	250,000		250,000	6,378	54,959									195,041
	TRIO Grant	320,300		320,300	28,107	225,350									94,950
	WORC Grant		750,000	750,000	31,614	65,429									684,571
	Federal Grant Expenditures	1,037,031	750,000	1,787,031	115,768	778,116									1,008,915
	State Grant Expenditures														
	Adult Basic Education Grant	129,700		129,700	10,168	97,562									32,138
	Education & Training Grant	24,800		24,800	1,663	16,874									7,926
	Future Fit Grant		68,800	68,800		68,781									19
	General Adult Education Grant	64,400		64,400	6,323	49,676									14,724
	Career Tech Grant				27	82,820									(82,820)
	State Grant Expenditures	218,900	68,800	287,700	18,182	315,713									(28,013)
	Total Restricted Expenditures	6,228,031	868,800	7,096,831	412,798	5,163,440									1,933,391

		2020 - 2021 Fiscal Year			2019 - 2020 Fiscal Year		
Ozarka College		Revised	2020 - 2021 Actual Year to Date	Percentage of Budget Realized as of 02/28/21	Revised	2019 - 2020 Actual Year to Date	Percentage of Budget Realized as of 02/28/20
Unrestricted Current Funds - Fiscal Comparison		2020 - 2021 Budget	Revenue/Expense		2019 - 2020 Budget	Revenue/Expense	
July 1, 2020 through March 31, 2021							
Revenues:							
Tuition & Related Fees	2,737,470	2,133,757	77.95%	2,738,325	2,339,808	85.45%	
Program & Course Related Fees	913,410	594,918	65.13%	774,395	662,482	85.55%	
Testing Services	86,575	59,858	69.14%	84,830	61,160	72.10%	
Sales Tax Proceeds	477,600	317,613	66.50%	473,100	315,956	66.78%	
Interest Income	18,840	3,800	20.17%	19,505	5,545	28.43%	
Other Income	64,495	99,029	153.55%	83,410	45,377	54.40%	
General Revenue	2,591,465	2,305,381	88.96%	3,095,210	2,346,591	75.81%	
Workforce 2000 Funding	1,271,850	953,881	75.00%	1,255,850	953,881	75.96%	
Transfer from Construction/Renovation Fund	146,880	0	0.00%	300,000	2,488	0.00%	
Auxiliary Income - Culinary Café	2,715	4,173	0.00%	3,760	2,488	0.00%	
Auxiliary Income - Student Housing	52,800	35,736	0.00%	47,200	37,224	0.00%	
Total Unrestricted Revenues	8,364,100	6,508,145	77.81%	8,875,585	6,770,512	76.28%	
Expenses:							
Regular Salaries	4,291,580	3,071,997	71.58%	4,491,430	3,128,442	69.65%	
Extra Help Salaries	121,800	39,997	32.84%	113,575	66,101	58.20%	
Fringe Benefits	1,595,060	1,102,801	69.14%	1,714,370	1,125,363	65.64%	
Supplies & Services	1,395,690	861,757	61.74%	1,634,221	1,033,975	63.27%	
Travel	64,905	10,099	15.56%	79,489	47,273	59.47%	
Utilities	415,920	318,430	76.56%	432,600	327,322	75.66%	
Capital Outlay	76,950	0	0.00%	34,000	2,243	6.60%	
Bond Payments	402,195	294,619	73.25%	375,900	294,052	78.23%	
Contingency	0	0	0.00%			0.00%	
Total Unrestricted Expenditures	8,364,100	5,699,700	68.14%	8,875,585	6,024,771	67.88%	
Net Income or (Loss)		808,445			745,741		

College Monthly Calendar:

« Previous Month		April 2021					Next Month »	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
4	5 (S) 8:30 AM Virtual Live Review ATI for Senior LPN Students	6 (S) 8:30 AM Virtual Live Review ATI for Senior LPN Students	7 (P) 8:00 AM Real Estate Continuing Education (S) 8:30 AM Virtual Live Review ATI for Senior LPN Students	8 (h) 10:00 AM Staff Council Meeting	9 (m) 9:00 AM Perkins Leadership Team Quarterly Meeting (p) 9:00 AM PAX Test	10		
11	12	13 (C) 5:00 PM Intro to Education Class	14	15	16 (p) 9:00 AM PAX Test (p) 9:00 AM ServSafe Managers Course Last Day to Withdraw with a "W"	17		
18	19	20 (p) 9:00 AM ServSafe Managers Course (m) 11:00 AM Allied Health Advisory Committee Meeting	21	22 (p) 8:00 AM ICC Prom setup (p) 8:00 AM ICC Prom setup (p) 8:00 AM ICC Prom setup (S) 8:30 AM LPN Student Testing	23 (p) 9:00 AM ServSafe Managers Course (p) 4:00 PM ICC Prom (p) 4:00 PM ICC Prom (p) 4:00 PM ICC Prom	24 (p) 8:00 AM ICC Prom cleanup (p) 8:00 AM ICC Prom cleanup (p) 8:00 AM ICC Prom cleanup (p) 1:00 PM Pioneer Day Beauty Pageant		
25	26 (p) 9:30 AM Pesticide Applicator Training	27	28	29 (m) 1:00 PM Planning and Assessment Council Committee Meeting (p) 5:00 PM Pesticide Applicator Training (p) 5:00 PM Pesticide Applicator Training (p) 6:00 PM Pesticide Applicator Training Classes End ARNEC Classes End	30			

- Event Codes:**
 (k) - Catering
 (c) - Class - Off Schedule
 (f) - Foundation
 (h) - Hidden
 (m) - Meeting
 (p) - Public
 (S) - Student Activities