

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

- November 2                    Foundation Board Meeting
- November 4                    Izard County Health Coalition
- November 11                    Veteran's Day
- November 18                    Izard County Tax Delinquent Land Auction
- November 18                    Chef's Table

**Last Month's Events of Interest**

- October 4                    American Red Cross Blood Drive
- October 26                    College Planning Day

**College Governance**

- Still no word from Boards and Commissions regarding our next trustee
- Ozarka will join the newly established Consortium of Arkansas Independent Colleges (CAIC) to share training opportunities and mutual support from common interests among non-system institutions. There is no cost for participation.
- Covid Moderna boosters were offered to those desiring the vaccine (Corner Drug)

**Student Services/Enrollment Information**

*Zeda Wilkerson, Vice President of Student Services:*

- We are officially activated as a PSI testing location
- Assisted with financial aid nights at Melbourne and Timbo
- Participated in CAO/CSAO Meeting with ADHE
- Researching policies regarding emotional support animals vs. service animals
- Training continues with new staff members
- Veterans Day activity planning is underway

*Dylan Herekamp, Registrar:*

- Acquired contract for transcript sending through NSC and provided it to the Vice President of Student Services
- Sent Alcohol and Drug Prevention notice by email - October 1
- Attended October VA Office Hours training - October 21

- Attended ADHE Multiple Measures virtual conference - October 8

*McKenzie Jackson, Director of Admissions and Student Engagement:*

- Conducted Ambassador Orientation
- Completed nine high school visits during October: Thayer, Koshkonong, Alton, Viola, Timbo, Highland, Cave City, ICC, and Calico Rock
- Organized an information table at three high school football games during October; Salem, Highland, and Cave City
- Attended 17 college fairs during the month of October
- Met with the IZard County Sheriff's Department to discuss opportunities at Ozarka
- Attended Cave City High School College Planning Night
- College Planning and Career Day with seven area high schools and over 30 representatives from colleges, military branches, and local businesses present to talk with students

*Tania Wallace, Director of Financial Aid:*

- Pam Miller earned well-deserved recognition as Ozarka Employee of the Quarter for all she does to help students, families, and colleagues in financial aid
- Participated in the AASFAA Conference - October 7-8
- Conducted seven financial aid events at area high schools
- Two additional financial aid events have been held at our Mountain View campus
- Loans were disbursed twice
- Late Pell Grant disbursement - October 18
- Continuing to develop electronic processes to help catch inconsistencies and working with Scott to streamline information distribution and access in SONIS
- The FISAP application was completed, signed, and submitted
- Participated in multiple training webinars
- Participated in a mentor meeting with Jennifer Williams, our AASFAA representative

*Amanda Engelhardt, Director of Career Pathways:*

- Emails and letters were sent to all 2022 RN students inviting them to join CPI, if eligible (several are already enrolled)
- Attended a two-day Director's meeting at ADHE
- Provided transportation assistance for 37 students
- Twenty students were eligible for and received \$300 incentive checks for the EdPays program
- Provided tuition assistance to four students
- Staff distributed take home/return folders for elementary students to use. CPI info was included so that parents could view

- OZC CPI was recognized as top 5 in the state with regards to case management and support services

*Kendra Smith, Perkins Program Director:*

- Visited Mountain View on Wednesdays (Tiffney) and Mammoth Spring every other Thursday (Kendra)
- Attended Fall Perkins Coordinators Meeting in Little Rock
- Worked with Amber Rush to submit reimbursement requests in Perkins V portal (Kendra)
- Collected and entered technical skill assessment data (OSHA, NCLEX-PN) into Sonis (Tiffney)
- Conducted resume workshops for machining class at Ash Flat Tech Center (Kendra) and a resume/interview workshop for senior culinary students in Melbourne (Kendra/Tiffney)
- Inventoried and labeled new equipment and supplies delivered to Automotive, Precision Machining, and LPN program labs (Kendra/Tiffney)
- Emailed midterm notices to advisees and schedule spring registration appointments (Kendra/Tiffney)
- Conducted email meeting of OZC Perkins Leadership Team to review annual activities and plans
- Sent Career Planning Needs Assessment to all Tech Center students and responded to those asking questions or requesting contact (Kendra/Tiffney)

*Donald Taylor, Director of TRIO:*

- The TRIO staff continued work to process applications for the TRIO program to fill the remaining open slots. As of October 15, the program had the required 215 participants enrolled.
- Executed a successful cultural trip to The Wonders of Wildlife Museum and Aquarium in Springfield, MO and Murray's Dinner Theatre in Little Rock, AR
- Continued to follow up on academic alerts and provide services as needed including numerous peer and individual tutoring appointments
- Provided online workshops to program participants through the TRIO class. Workshops included: Exam Preparation; Staying Motivated & Disciplined; Strategies for First-Generation Students; Drafting Introductions; Time Management: How to Overcome Math Anxiety
- The Director and Administrative Assistant participated in the COE Annual Conference virtually
- The entire staff virtually attended the NACADA conference and in-person AASAP conference
- The Director virtually attended the ACC Fall Conference

## **Finance and Administration**

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

- Ozarka full-time employees received their 2021 - 2022 Compensation & Benefit Summary on October 8th
- The renovations of the Ash Flat Machining and Welding Labs are complete and classes are meeting in the new spaces at the Carpenter Center
- The FY2023 Fiscal Legislative Request has been submitted

## **Ash Flat**

*James Spurlock, Assistant VP of Campus Operations:*

- Spring Scheduling Meeting - October 1
- Red Cross Blood Drive - October 4
- WGU Proctored Exam - October 8
- Proctored Midterm Exams - October 10-12

## **Mammoth Spring**

*James Spurlock, Assistant VP of Campus Operations Campus Director:*

- Proctored Midterm Exams - October 12-15
- PAX Exam - October 29

## **Mountain View**

*Kim Lovelace, Campus Director of Mountain View:*

- GED testing - October 4 & 18
- Participated in ACC awards webinars and breakout sessions - October 11
- Attended Mountain View High School's and Timbo High School's Financial Aid nights - October 12 & 18
- Proctored mid-terms for math classes - October 13-14
- Scheduled two afternoons for MVHS students to come to campus to complete FAFSAs for those who couldn't attend FA night at the school October 25 and 27; met other students by appointment
- Campus Community Outreach Coalition meeting - October 28
- Campus Chili Cook Off; work study student and Ozarka Ambassador student helped with preparation and event - October 28

## **Advancement, Marketing, & Planning**

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

## **Advancement & Planning Activities**

- Preparations for Quarterly Foundation Board meeting, November 2

- Planning for Holiday Events; plans include return to indoor event in Melbourne and in conjunction with local community activities in Fulton, Sharp, and Stone Counties
- Developed and mailed End of Year Letter to over 300 constituents
- Updated payroll giving forms and employee amounts via new Sonisweb application
- Reviewing annual planning and enrollment management data/benchmarks for fall reporting.
- Advancing activities under the new DOL/DRA WORC grant; including:
  - routine progress meetings with federal program officer,
  - finalizing tech center construction/renovation, and
  - quarterly reporting, financial entries, and updates with DOL.
- Developed new event checklists for fall annual programs (e.g., golf, fall concert, and 5k)
- Redesigned End of Year giving form
- Coordinated scheduling for the Holiday events and locations

### **Public Relations & Marketing Activities**

- Coordinated viewbook, postcards, tabletop banners, Large Banners, brochure order and promo items for Admissions, promo items for UPsoar and Foundation.
- Received recognition for outstanding work with NCMPR, including Rising Star Award and Silver Medallion Award for original photography.
- Photography – Created albums for fall events, coordinated golf team photos, Completed Surgical Technology Clinical Badges, captured: Automotive, Aviation, and Culinary, Meat & Poultry, select scholarship recipients, Career Pathway students, Career Pathway Employees, and New Hires
- Submitted PRs regarding: Dennis Wiles’ Recognition, American Red Cross Blood Drive, Golf Tournament, NCMPR Rising Star Award, Adult Ed Open House
- Coordinated social media ads for Registration, LPN Deadline, job postings, Halloween, Library Closures, EOQ Awardee, Law Enforcement & First Responders Appreciation Lunch, LE&FR Reminder, Student Action Post, Scholarship Saturday, and Health & Safety Update
- Completed multimedia for college design projects, including Library addition mockup, Admissions Inquiry Cards, Christmas sleigh design
- Coordinated Banner Order for Welding Center, Mountain View Billboard Changeout, Melbourne Billboard Changeout
- Sponsorships: Bearkatz Academy donation, Stone County Fair, Hungry Hero Campaign

### **Adult Education**

*Trish Miller, Director of Adult Education:*

- Kenna Johnson attended Career Coach training in Little Rock - October 6 & 7
- Kendall Morrison attended a Learning Disability workshop via ZOOM - October 8

- Trish Miller attended the Fall Administrators meeting online - October 14 & 15
- Kendall Morrison attended a virtual WAGE meeting - October 19
- Kenna Johnson went to SNAP E & T training in Little Rock - October 27 & 28

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

*Scott Pinkston, VP and Chief Information Officer:*

- Nothing to report

### **Travel/College Representation**

*Dr. Richard Dawe, President:*

- ACC Board meeting – October 7
- AR Division of Aeronautics Commission meeting - Little Rock - October 20

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

- Legislative Review Committee - HVAC Method of Finance, Little Rock - Amber & Tina - October 28

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

- Campbell Stewardship Visit (Suellen & Dr. Wilson) - Columbus, OH - October 21-22
- NCMPR Conference (Katie) - Hot Springs, AR - October 21-23
- NCMPR Awards Luncheon - Hot Springs, AR - October 23
- Industrial Development Corp meeting - Mountain View, AR - October 26

*James Spurlock, Assistant Vice President of Campus Operations:*

- Thayer/Mammoth Spring Rotary Club Meeting - Mammoth Spring, AR - October 1,8,15,22,29 - (Unable to attend due to staffing issues)
- Salem High School Football Game/Ozarka Booth - Salem, AR - October 1
- Highland High School Financial Aid Night - Highland, AR - October 4
- Thayer Chamber of Commerce - Thayer, MO - October 5
- Thayer High School Recruiting Visit - Thayer, MO - October 5
- Koshkonong High School Recruiting Visit - Koshkonong, MO - October 7
- Alton High School Recruiting Visit - Alton, MO - October 8
- Thayer Chamber Fall Festival/Ozarka Booth - Thayer, MO - October 9
- Couch High School Financial Aid Night - Myrtle, MO - October 12
- Mammoth Spring Chamber of Commerce - Mammoth Spring, AR - October 14
- Highland High School Recruiting Visit - Highland, AR - October 15
- Spring River Chamber of Commerce Board Meeting - Hardy, AR - October 19
- West Plains College Fair - West Plains, MO - October 20
- Mammoth Spring High School Financial Aid Night - Mammoth Spring, AR - October 20
- Cave City High School Football Game/Ozarka Booth - Cave City, AR - October 22
- Ozarka College/College Planning Day - Melbourne, AR - October 26

- Salem Chamber of Commerce - Salem, AR - October 27
- Community Outreach Coalition Meeting - Melbourne, AR - October 28
- Mammoth Spring Spooktacular - Mammoth Spring, AR - October 30

*Trish Miller, Director of Adult Education:*

- No travel

**Tentative Discussion Items for Next Board of Trustees Meeting:**

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**Tentative Action Items for Next Board of Trustees Meeting:**

- End-of-Month and Year-to-Date Financial Reports
- Stand-alone RN program
- TC/CP in Welding Technology

**Dr. Dawe's Comments:**

- Plans are advancing to begin the RB bridge program in 2024
- Mountain View welding center is advancing as planned. MV Industrial Development Council awarded the College a \$25,000 grant to support the center



Ozarka College Restricted Funds July 1, 2021 through October 31, 2021	Approved 2021 - 2022 Budget	Adjustments to 2021 - 2022 Budget	Revised 2021 - 2022 Budget	Actual		Budgeted
				Month to Date Revenue/Expense	Year to Date Revenue/Expense	
	2021 - 2022 Budget	2021 - 2022 Budget	2021 - 2022 Budget	Month to Date Revenue/Expense	Year to Date Revenue/Expense	Balance to Collect or Balance to Expense
<b>Student Aid Revenues</b>						
AR Challenge Awards	180,000		180,000	7,250	67,250	112,750
AR Future Grant	80,000		80,000	183,630	183,630	(103,630)
AR Workforce Challenge	10,000		10,000			10,000
ARPA - Aid to Students		A	1,573,328		786,664	786,664
Federal Work Study	50,000		50,000	2,852	2,852	47,148
Go Grant	5,000		5,000			5,000
National Guard Grant			-			-
PELL Grant	3,250,000		3,250,000	6,593	1,324,056	1,925,944
SEOG Awards	30,000		30,000			30,000
Arkansas Concurrent Challenge			-			-
Student Loans - Federal	1,200,000		1,200,000	36,640	188,123	1,011,877
Student Loans - Private	200,000		200,000	37,500	37,500	162,500
Miscellaneous Scholarships		C	25,000			25,000
<b>Student Aid Revenues</b>	<b>5,005,000</b>	<b>1,598,328</b>	<b>6,603,328</b>	<b>274,465</b>	<b>2,590,075</b>	<b>4,013,253</b>
<b>Federal Grant Revenues</b>						
Career Pathways Initiative	234,900		234,900	15,332	28,333	206,567
ARPA - Institutional		A	1,382,267		1,103,368	278,899
CAPES - Institutional	750,000	C	871,974	50,928	183,856	688,118
CAPES - Strengthening Institutions	51,300	C	175,156		51,324	123,832
Carl Perkins	117,600		117,600	7,084	20,249	97,351
Direct & Equitable Grant	34,700		34,700			34,700
Delta Upsoar Grant	23,000		23,000	15,472	15,472	7,528
Ready for Life Grant	155,900		155,900			155,900
TRIO Grant	331,400		331,400	21,569	89,764	241,636
WOPRC Grant	747,700		747,700	161,334	357,783	389,917
<b>Federal Grant Revenues</b>	<b>2,446,500</b>	<b>1,628,097</b>	<b>4,074,597</b>	<b>271,719</b>	<b>1,850,149</b>	<b>2,224,448</b>
<b>State Grant Revenues</b>						
Adult Basic Education Grant	126,700		126,700	17,770	17,770	108,930
Education & Training Grant	2,300		2,300	1,201	1,201	1,099
General Adult Education Grant	71,700		71,700	10,767	10,767	60,933
Career Tech Grant			-			-
<b>State Grant Expenditures</b>	<b>200,700</b>	<b>-</b>	<b>200,700</b>	<b>29,739</b>	<b>29,739</b>	<b>170,961</b>
<b>Total Restricted Revenues</b>	<b>7,652,200</b>	<b>3,226,425</b>	<b>10,878,625</b>	<b>575,923</b>	<b>4,469,963</b>	<b>6,408,662</b>

Ozarka College		Restricted Funds		July 1, 2021 through October 31, 2021		Approved		Adjustments to		Revised		Actual		Actual		Budgeted		
						2021 - 2022 Budget		2021 - 2022 Budget		2021 - 2022 Budget		Revenue/Expense		Year to Date		Balance to Collect or		
						2021 - 2022 Budget		2021 - 2022 Budget		2021 - 2022 Budget		Revenue/Expense		Revenue/Expense		Balance to Collect or		
<b>Student Aid Expenditures</b>																		
AR Challenge Awards		180,000				180,000				180,000		7,250		67,250		112,750		
AR Future Grant		80,000				80,000				80,000		183,630		183,630		(103,630)		
AR Workforce Challenge		10,000				10,000				10,000		1,800		1,800		8,400		
ARPA - Aid to Students	A		1,573,328			1,573,328				1,573,328				786,664		786,664		
Federal Work Study		50,000				50,000				50,000		5,508		8,360		41,640		
Go Grant		5,000				5,000				5,000						5,000		
National Guard Grant																		
PELL Grant		3,250,000				3,250,000				3,250,000		6,593		1,324,056		1,925,944		
SEOG Awards		30,000				30,000				30,000						30,000		
Arkansas Concurrent Challenge																		
Student Loans - Federal		1,200,000				1,200,000				1,200,000		36,640		188,123		1,011,877		
Student Loans - Private		200,000				200,000				200,000		37,500		37,500		162,500		
Miscellaneous Scholarships			25,000			25,000				25,000				16,500		8,500		
<b>Student Aid Expenditures</b>		<b>5,005,000</b>			<b>1,598,328</b>	<b>6,603,328</b>				<b>277,121</b>				<b>2,613,683</b>		<b>3,989,645</b>		
<b>Federal Grant Expenditures</b>																		
Career Pathways Initiative		234,900				234,900				234,900		41,625		84,597		150,303		
ARPA - Institutional	A		1,382,267			1,382,267				1,382,267		184,006		1,103,368		278,899		
CARES - Institutional	C	750,000				871,974				871,974				367,862		504,112		
CARES - Strengthening Institutions	C	51,300			123,856	175,156				175,156		15,281		51,324		123,832		
Carl Perkins		117,600				117,600				117,600		15,281		35,531		82,069		
Direct & Equitable Grant		34,700				34,700				34,700		2,866		8,557		26,143		
Delta Upscar Grant		23,000				23,000				23,000		7,816		23,288		(288)		
Ready for Life Grant		155,900				155,900				155,900		19,097		22,398		133,503		
TRIO Grant		331,400				331,400				331,400		25,166		114,930		216,470		
WOPC Grant		747,700				747,700				747,700		175,080		532,864		214,836		
<b>Federal Grant Expenditures</b>		<b>2,446,500</b>			<b>1,628,097</b>	<b>4,074,597</b>				<b>470,938</b>				<b>2,344,718</b>		<b>1,729,879</b>		
<b>State Grant Expenditures</b>																		
Adult Basic Education Grant		126,700				126,700				126,700		11,765		40,563		86,137		
Education & Training Grant		2,300				2,300				2,300		1,637		2,839		(539)		
General Adult Education Grant		71,700				71,700				71,700		5,637		22,041		49,659		
Career Tech Grant												10,239		20,985		(20,985)		
<b>State Grant Expenditures</b>		<b>200,700</b>				<b>200,700</b>				<b>29,279</b>				<b>86,428</b>		<b>114,272</b>		
<b>Total Restricted Expenditures</b>		<b>7,652,200</b>			<b>3,226,425</b>	<b>10,878,625</b>				<b>777,338</b>				<b>5,044,828</b>		<b>5,833,797</b>		

Ozarka College Unrestricted Current Funds - Fiscal Comparison July 1, 2021 through October 31, 2021	2021 - 2022 Fiscal Year			2020 - 2021 Fiscal Year		
	Revised 2021 - 2022 Budget	2021 - 2022 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 10/31/21	Revised 2020 - 2021 Budget	2020 - 2021 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 10/31/20
<b>Revenues:</b>						
Tuition & Related Fees	2,507,105	974,046	38.85%	2,737,470	1,123,192	41.25%
Program & Course Related Fees	593,325	333,573	56.16%	913,410	354,853	38.85%
Testing Services	88,930	22,508	25.31%	86,575	29,039	33.54%
Sales Tax Proceeds	566,260	138,496	24.46%	477,600	89,644	18.77%
Interest Income	6,370	1,083	17.00%	18,840	1,365	7.25%
Other Income	99,325	792,729	798.12%	64,495	75,822	117.56%
General Revenue	3,048,780	1,163,443	38.16%	2,591,465	1,116,940	43.10%
Workforce 2000 Funding	1,271,850	423,947	33.33%	1,271,850	423,947	33.33%
Transfer from Construction/Renovation Fund	0	0	0.00%	146,880	0	0.00%
Auxiliary Income - Culinary Café	4,175	2,412	57.76%	2,715	2,440	89.87%
Auxiliary Income - Student Housing	52,800	22,486	42.59%	52,800	24,252	45.93%
ARPA Funding Lost Revenue	270,435	268,775	99.39%	0	0	0.00%
OCF Gift for Ash Flat Tech Center	75,000	0	0.00%	0	0	0.00%
2021 Carryover	152,450	0	0.00%	0	0	0.00%
<b>Total Unrestricted Revenues</b>	<b>8,737,405</b>	<b>4,143,498</b>	<b>47.42%</b>	<b>8,364,100</b>	<b>3,247,494</b>	<b>38.83%</b>
<b>Expenses:</b>						
Regular Salaries	4,499,000	1,262,179	28.05%	4,291,580	1,285,774	29.96%
Extra Help Salaries	103,400	24,309	23.51%	121,800	18,830	15.46%
Fringe Benefits	1,646,065	456,138	27.71%	1,595,060	464,169	29.10%
Supplies & Services	1,515,515	571,315	37.70%	1,395,630	500,867	35.89%
Travel	60,830	7,903	12.99%	64,905	2,867	4.42%
Utilities	470,645	176,328	37.47%	415,920	185,099	44.50%
Capital Outlay	52,550	36,193	68.87%	76,950	0	0.00%
Bond Payments	358,500	0	0.00%	402,195	0	0.00%
Loan Payments	30,900	0	0.00%	0	0	0.00%
<b>Total Unrestricted Expenditures</b>	<b>8,737,405</b>	<b>2,534,365</b>	<b>29.01%</b>	<b>8,364,100</b>	<b>2,457,606</b>	<b>29.38%</b>
<b>Net Income or (Loss)</b>		<b>1,609,133</b>			<b>789,888</b>	
<b>Adjustment for ARPA/Indirect Funding *</b>		<b>(746,424)</b>				
<b>Adjusted Net Income or (Loss)</b>		<b>862,709</b>				

### College Monthly Calendar:

November 2021						Next Month »	
« Previous Month	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 9:00 AM LPN NCLEX Review Spring Registration Open	2 9:00 AM LPN NCLEX Review 9:30 AM Foundation Board Meeting	3 9:00 AM Covid Vaccine Booster 9:00 AM LPN NCLEX Review	4 1:00 PM Izard County Health Coalition	5 11:00 AM Professional Development	6	
7	8	9	10 8:00 AM ARNEC ATI Live NCLEX Review	11 8:00 AM ARNEC ATI Live NCLEX Review Veteran's Day (Offices Closed)	12 8:00 AM ARNEC ATI Live NCLEX Review	13	
14	15	16 7:15 AM Emerson Meeting	17 7:15 AM Emerson Meeting	18 9:00 AM Commissioner of State Lands Izard County Tax Delinquent Land Auction 4:00 PM Chef's Table Event 4:00 PM Chef's Table Event 4:00 PM Chef's Table Event 4:00 PM Chef's Table Event	19	20	
21	22	23	24	25	26 Last Day to Withdraw with a "W" from 16 Week Semester	27	
28	29	30					