

**President's Report  
to the Board of Trustees  
February 1, 2022**

*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**

- February 1                      Foundation Meeting
- February 8                      Meet and Greet - Tommy Wren
- February 10                     Senator Flippo Meet and Greet
- February 11                     Quiz Bowl
- February 11                     Faculty Professional Development
- February 18                     3A North Central Regional Quiz Bowl Tournament
- February 22                     Story Store (William's Baptist Performance)
- February 24                     Fair Judging School
- February 24-25                 Serve Safe Class
- February 25                     Welding Industry Workshop
- March 1                         Transfer Fair
- March 2                         ACT Student Prep Class
- March 3                         Elder Care Seminar
- March 5                         Sidney St. Patrick's Day Pageant
- March 5                         Ladies Luncheon

**Last Month's Events of Interest**

- January 18                      Fire Chiefs' Meeting
- January 24                      Student Voter Registration
- January 27                      Substance Abuse Seminar
- January 28                      Quiz Bowl
- January 31                      Be-Pro Be-Proud tech program demonstrator

**College Governance**

- Encouraging new activity in the Staff Organization

**Academics**

*Chris Lorch, Provost:*

- Developing 2022-23 recruitment and marketing plans for all programs to identify application targets, enrollment targets, and marketing strategies. Collaborating with

Student Services and Marketing to achieve a more focused message and allow program directors and faculty to be more directly involved

- Expending grant funds to get automotive, welding, and machining fully outfitted by the end of the academic year; also upgrading equipment for science and culinary labs
- Curriculum Committee working to improve standards for online course delivery for both full-time faculty and adjunct faculty. Project expected to take at least a year but will result in higher quality, innovative, and consistent courses for our online students
- Received new student seating at the Melbourne, Ash Flat, and Mammoth Spring
- Dr. Maria Markham visit to the Ash Flat Tech Center - January 19
- Mountain View Welding Center tour to community members - January 21
- ADHE Coordinating Board meeting - January 28

### **Student Services/Enrollment Information**

*Zeda Wilkerson, Vice President of Student Services:*

- Student Services staff worked the concession stand at Melbourne HS - January 4
- Conducted New Student Orientation at Mammoth Spring
- Met with Aviation department to discuss scholarship programs
- Audited VA certifications for accuracy
- Student Services staff assisted with Be-Pro Be-Proud event - January 31
- Ordered, received, and coordinating distribution of Rapid Covid-19 tests

*Dylan Herekamp, Registrar:*

- Completed ADH Immunization Survey - December 13
- Began the testing phase of NSC implementation
- Marked graduates from the Fall 2021 semester, preparing to print diplomas and begin distribution in the first week of February
- Certified enrollment for students receiving VA G.I. Bill Benefits
- Prepared the President's and Provost's Lists for Fall 2021

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

- Admissions staff mailed out 183 holiday letters to parents' of 2022 graduates
- Promoted Ozarka at several area high school basketball games (McKenzie and Erica)
- Assisted with high school Accuplacer Testing and concurrent registration
- Held New Student Orientation, Melbourne campus - January 13
- Conducted a meeting with the Student Government Association Officers to discuss community engagement event options for the Spring - January 25

*Tania Wallace, Director of Financial Aid:*

- Documented and notified students on the FA Warning and FA Suspension lists at the close of the Fall 2021-22 semester
- Processed numerous SAP appeals from students hoping to reestablish their federal aid
- Approximately 75% of the 104 loan requests have been awarded - January 28
- Processed and returned funds on 8 R2T4's for the Fall 2021-2022 semester
- Processed 36 R2T4's that did not require funds to be returned since COVID was a factor for the Fall 2021-2022 semester
- Financial Aid represented at other Ozarka campuses

*Amanda Engelhardt, Director of Career Pathways:*

- Applied for reserve funds to increase CPI line items such as tuition, course related supplies and transportation
- ADHE site visit with Kevin Lewis - no findings
- CPI assisting 12 students with tuition assistance

*Kendra Smith, Perkins Program Director:*

- Submitted purchase order for Perkins Reserve Grant purchase of Manual Surface Grinder for Precision Machining Technology lab at Carpenter Technical Center
- Contacted Danny Vest with Mark Martin in Ash Flat to discuss job shadowing schedule for automotive/diesel students during spring 2022 semester
- Emailed link to Career Needs Assessment to all 369 Perkins students and received 73 responses. Reached out to each student individually who requested Career Services contact
- Emailed CTE faculty and division chair to ask for equipment requests to submit to Admin Council for review and prioritization
- Collected Technical Assessment Certification data from CTE program directors and entered into Sonis (Tiffney)
- Worked with Missouri Workforce Department of Higher Education and Workforce Development to amend training contracts for four CTE students
- Processed testing fee reimbursement applications for five aviation students and five allied health students

*Donald Taylor, Director of TRIO:*

- TRIO Director and Administrative Assistant completed the Annual Progress Report to the U.S. Department of Education - all grant objectives were met
- TRIO staff has been outlining and adjusting plans for the spring semester workshops, cultural events, and other activities for program participants
- Tutoring is underway with the start of the Spring semester
- TRIO staff are following up with program participants to ensure a smooth beginning of the spring semester for students

## **Finance and Administration**

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

- The finance staff prepared and distributed the following tax documents during the month: W-2s, 1099s, 1095-Cs and 1098-Ts
- The midyear review process has been completed. Each department reviewed their departmental budgets for past utilization and needs for the remainder of the year. Over \$88,000 was reallocated for unbudgeted expenditures or unfunded priority needs
- The 2021 annual audit has begun

## **Ash Flat**

*James Spurlock, Assistant VP of Campus Operations:*

- WGU Proctored Exams - Ash Flat Testing Center - January 11-12
- Intro to Education Student Meetings - Ash Flat Lecture Hall - January 25

## **Mammoth Spring**

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

- No external or non-standard classes/events occurred in this month

## **Mountain View**

*Kim Lovelace, Campus Director of Mountain View:*

- Ladies Luncheon planning (Kim, Suellen, & Michelle Atchison) - January 10 & 27
- Gave a tour of the welding center to an MVHS student - January 14
- Accuplacer test administered to 12 students
- New Student Orientation - January 13
- GED testing - January 17
- Worked the Admissions table at a Mountain View basketball game (Kim & Erica) - January 18
- Attended the Arkansas Craft School board meeting - January 20
- Attended the Welding Center tour for the County Judge, Mayor, Excel Boats, MVHS and RSHS - January 21
- Jessica Chewing, Financial Aid, on campus - January 25
- Substance Abuse Seminar - January 27

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

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

### **Advancement & Planning Activities**

- Gathered End of Year Appeal gifts, totaling more than \$2,500 toward multiple designations

- Update community outreach calendar to include all December high school visits and holiday outreach activities as well as events already planned for the spring semester
- WORC Grant: Facilitated remaining two of four Substance Abuse Seminars (Mountain View and online) for regional employers to increase awareness of workforce challenges and services to assist employees to get access to resources
- WORC Grant: Finalized grant Contractual Services (renovations) and Equipment procurement for the Carpenter Center in Ash Flat and recorded a total of 250 student participants served to-date by the WORC project
- Ready for Life Grant: Finalized procurement and installation for Automotive, Machining, and CNA equipment purchasing, totaling approx. \$140,000 in technical programs support
- Submitted for Aspen Institute grant prize, upon receiving notice of eligibility by the institute. Ozarka is one of 150 eligible colleges nationwide for the grant
- Hosted Holiday Events for multiple locations/communities to handout goodie bags to children. Special thanks to White River Health Systems for coming on board as signature sponsor for this event
  - Trees and Tidings in Melbourne
  - Mountain View Parade and Booth
  - Ash Flat Booth
  - Mammoth Spring Booth
  - Salem Booth
  - Thayer Booth
- Prepared and disseminated end of year tax statements
- Re-awarded foundation scholarships to 55 students, totaling approx. \$20,000 in awards
- Completed two additional endowments by year-end: Bonnie Dawe Memorial Nursing and Dr. T. Wayne Wilson Honorary scholarships
- Continued efforts toward the Mountain View Welding Center capital campaign, receiving \$77,500 in total commitments since December. Participants include Mountain View IDC, Centennial Bank, FNBIC, Stone County Community Resource Council, Setser Family, Sutton Family, Remax Realty, Future Fuel Chemical Co, and grant funding from the Ready4Life project

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

- Disseminated Ozarka College Connection newsletter, Holiday Edition
- Coordinated social media ads for EMT classes, Welding Continuing Education, Ladies Luncheon, Tech Center Closure, UpSoar Substance Abuse Seminars, Spring Welcome Back, Job Postings, New Student Orientation, Nursing PAX Testing
- Submitted PR's regarding: Registration Open, Aviation Achievement, President's List, Provost's List, GED Program, FNBC Scholar, UPSOAR Seminars, BOT Cooper, Qualls PR, EOQ – Orf, FutureFuel, and updated business spotlight ad for Areawide

- Completed multimedia for college design projects including flyers, tickets, and poster for ladies' luncheon, Program Advertising Request, Mountain View Welding Center Sign, Be Pro Be Proud Flyers, C.N.A. Checklist, location generic video short
- Coordinated Logo file conversion for Admissions, Sign for Mountain View Welding Center, promo items for Faculty, Folders for students, promo items for Bookstore
- Photography - captured Automotive, Culinary, Aviation, Nursing, Welding, New Hires, Updated Directory photos, Substance Abuse Seminar, MV Welding Center County Judge Tour, Mountain View Sign, Be Pro Be Proud Event
- Registered for 2022 NCMPR Conference, received link 2021 NCMPR Podcast for guest appearance
- Updated Radio Messages for K-95, WRD, and KSAR to reflect classes beginning

### **Adult Education**

*Trish Miller, Director of Adult Education:*

- Attended 2022-23 budget training via ZOOM (Debbie Yancey) - January 19
- Attended a Special Project Grant meeting via ZOOM (Trish Miller & Debbie Yancey) - January 20

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

*Scott Pinkston, VP and Chief Information Officer:*

- Assisted Financial Aid in preparation for Spring semester
- Assisted the business office with production of 1098-T, W2 and 1095-C forms
- Prepared the classrooms on all locations for a new semester
- Began working with representatives of the Arkansas Legislative Audit on the IT portion of the annual audit
- Installed classroom technology in the Mountain View Welding Center

### **Travel/College Representation**

*Dr. Richard Dawe, President:*

- Ash Flat Campus Visit - January 20
- ADA Commission Meeting - January 19
- Mountain View Campus Visit - January 20
- Ash Flat Campus Visit - January 25
- ADHE Coordinating Board meeting - January 28

*Chris Lorch, Provost:*

- Division Chair Meeting - Mountain View - January 11
- Ash Flat Site Visit - January 12

- Dr. Markham Visit to Ash Flat Campus - January 19
- Mountain View Site Visit - January 20
- Welding Center Tour - Mountain View - January 21
- Mountain View Drug Seminar - January 27

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

- Budget Hearings, Little Rock, AR - January 11

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

- Christmas Events/Parades in Mountain View, Ash Flat, Mammoth Spring and Salem (Davidson, Norris, J. Wilson, & K. Wilson) - December 11
- WORC Grant Workshop, New Orleans, LA (J. Wilson) - January 10 & 11
- Ladies' Luncheon Planning, Mountain View (Davidson) - January 10
- Ladies' Luncheon Planning, Mountain View (Davidson) - January 27
- Substance Abuse Seminar, MV Welding Center Tour, Nursing Student Action Photos Mountain View (Norris) - January 27
- Substance Abuse Seminar, Mountain View (J. Wilson, K. Wilson) - January 27

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

- Thayer Chamber of Commerce - Thayer, MO (Unable to attend-staff illness) - January 11
- Spring River Chamber of Commerce Meeting - Hardy, AR (Unable to attend-staff illness) - January 18
- Salem Chamber of Commerce - Salem, AR (Canceled COVID concerns) - January 19
- Mammoth Spring Chamber of Commerce - Mammoth Spring, AR (Canceled COVID concerns) - January 20
- Ozarka College Booth at Mammoth Spring Basketball Game - Mammoth Spring, AR - January 25
- Spring River Chamber of Commerce Ribbon Cutting - Highland, AR - January 25
- Thayer/Mammoth Spring Rotary Club Meeting - Mammoth Spring, AR (Unable to attend-staff illness) - January 28

*Trish Miller, Director of Adult Education:*

- No travel

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

- May Board Retreat
- Mammoth Spring Enrollment

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

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

**Dr. Dawe's Comments:**

- Spring semester is off to a good start with an enrollment increase approximately ten percent
- We have transitioned back to basically pre-Covid conditions with very low numbers reported positive or in quarantine. Masks are optional and NOT required in class, at events and in buildings. Other colleges are all across the spectrum on precautions, etc.







Ozarka College Restricted Funds July 1, 2021 through January 31, 2022	Approved Budget		Adjustments to Budget		Revised Budget		Actual		Budgeted	
	2021 - 2022 Budget	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	Month to Date Revenue/Expense	Year to Date Revenue/Expense	Balance to Collect or Balance to Expense
AR Challenge Awards	180,000				180,000	67,750	112,250			
AR Future Grant	80,000				80,000	247,907	(167,907)			
AR Workforce Challenge	10,000				10,000	2,400	1,050			
ARPA - Aid to Students		A	1,573,328		1,573,328	1,061,665	511,663			
Federal Work Study	50,000				50,000	18,818	31,182			
Go Grant	5,000				5,000		5,000			
National Guard Grant					-		-			
PELL Grant	3,250,000				3,250,000	(6,697)	1,935,406			
SEOG Awards	30,000				30,000	20,000	10,000			
Arkansas Concurrent Challenge										
Student Loans - Federal	1,200,000				1,200,000	357,174	842,826			
Student Loans - Private	200,000				200,000	37,500	162,500			
Miscellaneous Scholarships			25,000		25,000	24,250	750			
<b>Student Aid Expenditures</b>	<b>5,005,000</b>		<b>1,598,328</b>		<b>6,603,328</b>	<b>(3,257)</b>	<b>3,444,720</b>			
<b>Federal Grant Expenditures</b>										
Career Pathways Initiative	234,900				234,900	11,868	85,722			
ARPA - Institutional		A	1,382,267		1,382,267	1,103,368	278,899			
CARES - Institutional	750,000		C	121,974	871,974	14,576	425,143			
CARES - Strengthening Institutions	51,300		C	123,856	175,156	51,324	123,832			
Carl Perkins	117,600				117,600	13,342	48,726			
Direct & Equitable Grant	34,700				34,700	2,872	17,538			
Delta Upsoar Grant	23,000				23,000	7,478	(23,485)			
Ready for Life Grant	155,900				155,900	43,072	32,736			
TRIO Grant	331,400				331,400	21,619	160,860			
WOPIC Grant	747,700				747,700	21,049	147,536			
<b>Federal Grant Expenditures</b>	<b>2,446,500</b>		<b>1,628,037</b>		<b>4,074,537</b>	<b>135,877</b>	<b>1,287,508</b>			
<b>State Grant Expenditures</b>										
Adult Basic Education Grant	126,700				126,700	8,930	57,468			
Education & Training Grant	2,300				2,300	904	(5,117)			
General Adult Education Grant	71,700				71,700	5,787	29,504			
Career Tech Grant					-	6,746	(83,313)			
<b>State Grant Expenditures</b>	<b>200,700</b>		<b>-</b>		<b>200,700</b>	<b>22,367</b>	<b>(1,458)</b>			
<b>Total Restricted Expenditures</b>	<b>7,652,200</b>		<b>3,226,425</b>		<b>10,878,625</b>	<b>154,987</b>	<b>4,730,770</b>			

Ozarka College Unrestricted Current Funds - Fiscal Comparison July 1, 2021 through January 31, 2022	2021 - 2022 Fiscal Year				2020 - 2021 Fiscal Year			
	Revised	2021 - 2022 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 01/31/22	Revised	2020 - 2021 Budget	2020 - 2021 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 01/31/21	
	2021 - 2022 Budget			2020 - 2021 Budget				
<b>Revenues:</b>								
Tuition & Related Fees	2,507,105	1,129,984	45.07%	2,737,470	1,215,664	44.41%		
Program & Course Related Fees	593,925	390,386	65.73%	913,410	368,429	40.34%		
Testing Services	88,930	25,187	28.32%	86,575	29,899	34.54%		
Sales Tax Proceeds	566,260	303,714	53.64%	477,600	220,385	46.14%		
Interest Income	6,370	2,287	35.90%	18,840	2,339	15.60%		
Other Income	99,325	795,248	800.65%	64,495	93,451	144.90%		
General Revenue	3,048,780	2,116,260	69.41%	2,591,465	1,910,771	73.73%		
Workforce 2000 Funding	1,271,850	741,907	58.33%	1,271,850	741,907	58.33%		
Transfer from Construction/Renovation Fund	0	0	0.00%	146,880	0	0.00%		
Auxiliary Income - Culinary Café	4,175	3,372	80.76%	2,715	3,159	116.35%		
Auxiliary Income - Student Housing	52,800	28,160	53.33%	52,800	29,293	55.48%		
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>5,805,279</b>	<b>66.44%</b>	<b>8,364,100</b>	<b>4,615,897</b>	<b>55.19%</b>		
<b>Expenses:</b>								
Regular Salaries	4,499,000	2,303,761	51.21%	4,291,580	2,352,879	54.83%		
Extra Help Salaries	103,400	41,192	39.84%	121,800	31,224	25.64%		
Fringe Benefits	1,646,065	819,934	49.81%	1,595,060	829,305	51.99%		
Supplies & Services	1,515,515	1,036,701	68.41%	1,395,690	738,213	52.89%		
Travel	60,830	17,707	29.11%	64,905	5,912	9.11%		
Utilities	470,645	262,600	55.80%	415,920	256,738	61.73%		
Capital Outlay	52,550	36,193	68.87%	76,950	0	0.00%		
Bond Payments	358,500	302,320	84.33%	402,195	293,562	72.99%		
Loan Payments	30,900	0	0.00%	0	0	0.00%		
<b>Total Unrestricted Expenditures</b>	<b>8,737,405</b>	<b>4,820,407</b>	<b>55.17%</b>	<b>8,364,100</b>	<b>4,507,833</b>	<b>53.90%</b>		
<b>Net Income or (Loss)</b>		<b>984,872</b>			<b>108,064</b>			
<b>Adjustment for ARPA/Indirect Funding *</b>		<b>(746,424)</b>						
<b>Adjusted Net Income or (Loss)</b>		<b>238,448</b>						

# College Monthly Calendar:

Previous Month	February 2022					Next Month
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 (f) 9:30 AM Foundation Board Meeting	2	3	4	5
7	8 (p) 4:00 PM Meet and Greet - Tommy Wren (p) 4:00 PM Meet and Greet - Tommy Wren	9	10 (p) 5:00 PM Senator Flipppo Meet and Greet	11 (p) 8:00 AM Quiz Bowl (p) 8:00 AM Quiz Bowl (p) 8:00 AM Quiz Bowl (p) 8:00 AM Quiz Bowl (m) 9:00 AM Faculty Council Committee Meeting (m) 10:00 AM Faculty Professional Development (m) 10:00 AM Faculty Professional Development	12	
14	15	16	17	18 (s) 8:00 AM 3A North Central Regional Quiz Bowl Tournament (s) 8:00 AM 3A North Central Regional Quiz Bowl Tournament (s) 8:00 AM 3A North Central Regional Quiz Bowl Tournament (s) 8:00 AM 3A North Central Regional Quiz Bowl Tournament	19	
21	22 (s) 9:00 AM Story Store (s) 6:30 PM UPSOAR (s) 6:30 PM UPSOAR	23	24 (p) 8:00 AM Fair Judging School (p) 8:00 AM Serve Safe (p) 8:00 AM Serve Safe	25 (p) 8:00 AM Serve Safe (p) 8:00 AM Serve Safe (p) 10:00 AM Welding Industry Workshop	26	
28						