

**President's Report  
to the Board of Trustees  
February 1, 2024**

*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 Bid Opening for MVTC
- February 2 NARCAN Training
- February 6 Foundation Board Meeting
- February 6 Fire Chief Meeting-2024
- February 16 Welding Contest
- February 20,22 Get Real, Here's the Deal
- February 26 Chef's Table
- February 27 Chamber of Commerce Meeting
- February 28 High School Quiz Bowl

**Previous Events of Interest**

- January 10 Jr. High Quiz Bowl
- January 16 LPN & LPN to RN Program Orientation
- January 24 ACT Prep-Chad Cargill
- January 24 Treating Opioid Use Disorder in Primary Care
- January 31 American Red Cross Blood Drive
- January 31 Fundraiser for Representative Steven Walker

**College Governance**

- We have a contractor selected for the MV Tech Center renovation.
- Collaborated with the City of Ash Flat for an easement between College property and the ball park for access to a new housing development.
- Received formal approval from ADHE for the MV Tech Center programs.

**Academics**

*Chris Lorch, Provost:*

- Conducted SWOT Analyses with community members in Sharp, Stone, and Izard counties
- Attended an Education Foundation meeting in Independence County
- Presented the Skilled Trades Certificate to the ADHE Coordinating Board

**Student Services/Enrollment Information**

*Zeda Wilkerson, Vice President of Student Services:*

- Assisted with final registration push prior to start of term
- Communicated with school counselors regarding concurrent rosters
- Confirmed Get Real, Here's the Deal event details

- Emailed faculty regarding student learning accommodations
- Reviewed and contacted students over Financial Aid Cost of Attendance Budgets
- Communicated with housing residents before and during inclement weather
- Completed mid-year budget review
- Held Spring New Student Orientation on the Melbourne Campus

*Dylan Herekamp, Registrar:*

- Evaluated last of the Fall transcripts sent by transfer students
- Sent in ADH Immunization Survey ahead of deadline – December 11
- Completed Mid-Year Budget Review
- Completed Spring VA Certifications
- Compiled President’s and Provost’s lists from Fall 2023 for publishing
- Marked Fall 2023 graduates, and printed Fall 2023 Diplomas and provided them to Kelly for distribution
- Worked with Abbi Smith and Rachel Stone to plan FAFSA nights at Viola (February 5) and Melbourne (February 13)
- Rachel Stone took students from Viola on three industry trips in December
- Completed Mid-Year Expenditure report for Career Coach Grant

*Chris Mosley, Director of Admissions:*

- Assisted with New Student Orientation for the spring semester
- Conducted multiple campus tours and are hosted Viola High School students for a campus visit
- Set a booth for ICC Elementary STEM Night
- Proactively reached out to applicants, guiding them through the admissions process and facilitating class registration for the spring semester
- Steadily assisted students with registration and supported their transition back to school this semester
- Admissions office staff are in the process of organizing a blood drive at the Melbourne campus this month
- Facilitated the move-in process for a couple new students into campus housing this semester

*Tania Wallace, Director of Financial Aid:*

- Pam and Tania participated in the monthly ADHE Financial Aid Roundtable

*Amanda Engelhardt, Director of Career Pathways:*

- As of this month, 54 students are enrolled in EdPays with a current success rate of 98%
- The total number of students enrolled in CPI for FY24 is 129 with a total goal of 139 (June '24). That’s an increase of 10 compared to last January
- Currently have a 91% rate for entered employment students (Goal 80%). Out of 22 completers, two are not currently employed and one is continuing further education
- Amanda spoke to LPN and RN nurses during their orientation

- Sponsorships at Calico Rock and Highland have been submitted
- Take home folders with CPI information were given to the Highland Elementary School

*Kendra Smith, Perkins Program Director:*

- Received notification of reserve grant fund application approval for \$50,000 to purchase two portable welders. Signed and returned MOU to ADHE Perkins. Provided list of three vendors (from Marcus) to Business Office for bidding process
- Placed purchase orders for equipment purchases for culinary and surgical technology using newly allotted surplus funds
- Completed Naloxone virtual training
- Invited and confirmed 25 clinical facilities to participate in the Nursing Job Fair scheduled for March 14
- Staffed front office in Mountain View (Tiffney) and Ash Flat (Kendra)

*Sharon Wilson, Director of TRIO:*

- Completed and submitted the TRIO SSS Annual Performance Report to the Department of Education (with help from Scott Pinkston)
- Began process for hiring tutors for Spring 2024 semester
- Began planning and selecting curriculum for TRIO SSS Spring Leadership Workshop in April 2024
- Attended (via Zoom) Department of Education FAFSA workshop

## **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 is underway
- Prebid walk-thru meetings for the Mtn View Tech Center project were held on the 22nd and 30th of the month
- Title III grant writing proposals were opened on the 24th and have been evaluated by the committee

## **Ash Flat**

*James Spurlock, Assistant VP of Campus Operations:*

- New Student Orientation – January 11
- GED Classes/Testing – January 11, 23, 25, 30
- WIOA Representative on Campus – January 23, 30
- TRiO Representative on Campus – January 24, 31
- Career Pathways Representative on Campus – January 24, 31
- AR Rehab Services Representative on Campus – January 31

## **Mountain View**

*Kim Lovelace, Campus Director of Mountain View:*

- GED classes and testing ongoing

- Administered Accuplacer and registered students for Spring 2024
- New Student Orientation – January 11
- Arkansas Rehab on campus – January 24, 30
- “Treating Opioid Use Disorder in Primary Care” seminar – January 24
- Foundation Ladies Luncheon meeting – January 30
- Introduction to Education class meeting – January 31

### **Advancement, Marketing, & Legislative Affairs**

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

#### **Advancement & Legislative Affairs Activities**

- Preparing for February quarterly Foundation Board meeting
- Prepared and mailed tax statements to all 2023 donors
- Continuing to work on Mountain View Technical Center Campaign; commitments to-date: \$115,000 to sponsor the overall technical center, welding lab, and an office
- Evaluated and awarded foundation scholarships for spring 2023
- Submitted Delta Regional Workforce grant application in December; if awarded will receive ~\$440,000 toward Mountain View Technical Center project; including instructor salary, supplies, equipment and installation, and property renovations and upgrades
- Hosted/participated in Holiday/Christmas events in Melbourne, Ash Flat, and Mountain View, including Melbourne Christmas Parade
- Delivered thank you bags to all Foundation Board members for their work throughout the year
- Met with Welding Instructors, Marcus Orf, Dr. Lorch, Kim Wilson & Katie Norris at Melbourne campus on January 9, 2024 to discuss upcoming welding competition. Discussed details of lunch, competitions, and supplies needed
- Delivered thank you bags to Ozarka employees who contribute through employee giving
- Continuing preparation for spring events including setting dates for MV Ladies Luncheon (Saturday, March 9) and the Spring Gala (Thursday, April 4)
- Collaborating with state legislators to stay engaged on LEARNNS Act objectives involving K12 technical education track initiative and the role two-year colleges will play to facilitate
- Connected with local county/government officials in Mountain View to explore additional local investment in the new technical center
- Preparing for February site visit for Delta Regional Authority as part of the SEDAP grant project awarded to Ozarka in 2023

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

- Disseminated Ozarka College Connection newsletter, Holiday Edition
- Coordinated the installation of a new Mountain View Technical Center sign
- Developed and disseminated a Foundation Christmas card, photos with Santa, Trees and Tiding media needs, program video shorts, teacher residency flyer, Capping and Pinning photos, Nursing badges, developed multimedia for Ladies Luncheon, new Mountain View Technical Center flyer, upcoming Welding Competition

- Purchased Registration banners with Cherry Road Media/Stone County Leader, Melbourne Times, White River Current, and Pacesetter times; Platinum sponsorship with Highland, ad for Cherry Road Media
- Awarded Education Digital Media recognition for best unedited photography and video short
- New Radio Messages for K-95, WRD, and KSAR for spring classes

### **Information Systems and Institutional Research**

*Scott Pinkston, VP and Chief Information Officer:*

- Began work on the Winter IPEDS (Federal - Integrated Postsecondary Education Data System) reports which are due February 7, 2024
- Completed ADHE data submission – Fall End of Term
- Completed ADHE data cleanup for Productivity Funding data pulls
- Upgraded Accounting Server and desktop software to latest version released on January 22, 2024
- Assisted the Business Office with tax reporting and document production
- Assisted the Foundation department with tax document production
- Setup new laptop cart in the lecture hall for the new local RN program

### **Staff Council**

*Valerie Long, Staff Council Secretary:*

- Staff Council General Meeting scheduled for February 9 to discuss Spring and Summer events

### **Travel/College Representation**

*Dr. Richard Dawe, President:*

- No travel

*Chris Lorch, Provost:*

- No travel

*Zeda Wilkerson, Vice President of Student Services*

- No travel

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

- No travel

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

- Christmas Events/Parades (A. Killian, K. Norris, J. Wilson) – Mtn. View, Ash Flat, Mammoth Spring and Salem – December 2, 3, 10
- ACC Conference Board meeting (K. Norris) – Little Rock, AR – December 7
- End-of-year Foundation Board relations (A. Killian) – Mtn. View, Highland, Hardy, Cherokee Village, Salem – December 15
- SCCRC constituent relations meeting – Mountain View, AR – January 5
- Community SWOT Analysis – Ash Flat, AR – January 24

- Meeting with Stone County IDC president – Mountain View, AR – January 25
- Ladies Luncheon Planning Meeting (A. Killian) – Mountain View, AR – January 30

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

- Koshkonong High School Accuplacer Test Session – Koshkonong, MO – January 4
- Salem High School Accuplacer Test Session – Salem, AR – January 10

**Kudos**

- Big thanks to our Holiday Event sponsors who help us put on great events for our communities: White River Health, FNBC, and First Community Bank
- Thanks to our Culinary department and Maintenance team for their work and several in our Ozarka family for making holiday events special for each our communities. Great food, many fun activities, and beautiful decorations and lights!
- Recognition for many on the maintenance and grounds essential crew for working through the major snow event to get the Campus prepared for timely return to work

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

- Summer Board Planning Retreat
- Mountain View Tech Center status update

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

- End-of-Month and Year-to-Date Financial Reports
- Reappointment of full-time administration, faculty and classified staff for the 2024-2025 fiscal year
- Approve provisional positions for the 2024-2025 fiscal year

**Dr. Dawe’s Comments:**

- Ozarka is progressing as planned for development of the Tech Center in Mountain View with the selection of a builder for the project and formal approval from ADHE.



Ozarka College									
Restricted Funds									
July 1, 2023 through January 31, 2024									
	Approved	Adjustments to	Revised	Actual	Actual	Actual	Actual	Actual	Budgeted
	2023 - 2024 Budget	2023 - 2024 Budget	2023 - 2024 Budget	Month to Date	Year to Date	Month to Date	Year to Date	Month to Date	Balance to Collect or
				Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Revenue/Expense	Balance to Expense
<b>Student Aid Revenues</b>									
AR Challenge Awards	150,000		150,000	750	55,500.00				94,500
AR Concurrent Challenge	60,000		60,000		41,875.00				18,125
AR Workforce Challenge	25,000		25,000		1,600.00				23,400
AR Future Grant	1,000,000		1,000,000		544,939.00				455,061
Federal Work Study	44,800		44,800	2,522	17,484.50				27,316
PELL Grant	2,750,000		2,750,000	(2,233)	1,295,759.00				1,454,241
FSEOG Awards	40,000		40,000		20,000.00				20,000
FSEOG Awards - Federal	1,000,000		1,000,000	(3,727)	449,688.00				550,312
Student Loans - Private	25,000		25,000		4,500.00				20,500
Miscellaneous Scholarships	A	50,000	50,000		28,059.00				21,941
<b>Student Aid Revenues</b>	<b>5,094,800</b>	<b>50,000</b>	<b>5,144,800</b>	<b>(2,688)</b>	<b>2,459,404.50</b>				<b>2,685,396</b>
<b>Federal Grant Revenues</b>									
Career Pathways Initiative	270,000		270,000		151,091.40				118,909
Carl Perkins	116,400		116,400	7,984	68,161.25				48,239
Direct & Equitable Grant	45,800		45,800		11,064.78				34,735
SEDAP Grant	130,000		130,000		46,287.96				83,712
SSARP Grant	169,000		169,000		147,562.49				21,438
TRIO Grant	331,500		331,500	22,393	161,454.84				170,045
WORC Grant	50,000		50,000		43,035.39				6,965
<b>Federal Grant Revenues</b>	<b>1,112,700</b>	<b>-</b>	<b>1,112,700</b>	<b>127,191</b>	<b>628,678.11</b>				<b>484,022</b>
<b>State Grant Revenues</b>									
Adult Basic Education Grant	129,700		129,700		35,573.99				94,126
Career Coach	142,000		142,000		30,561.37				111,439
Education & Training Grant	23,000		23,000	350	4,052.41				18,948
Future Fit Grant	A	80,000	80,000						80,000
General Adult Education Grant	85,600		85,600		26,372.30				59,228
Gene Haas Foundation	A	8,000	8,000		8,000.00				-
Career Tech Grant	210,000		210,000	10,431	134,041.58				75,958
<b>State Grant Expenditures</b>	<b>590,300</b>	<b>88,000</b>	<b>678,300</b>	<b>10,781</b>	<b>238,601.65</b>				<b>439,698</b>
<b>Total Restricted Revenues</b>	<b>6,797,800</b>	<b>138,000</b>	<b>6,935,800</b>	<b>135,284</b>	<b>3,326,684.26</b>				<b>3,609,116</b>

Ozarka College		Restricted Funds		July 1, 2023 through January 31, 2024		Approved		Adjustments to		Revised		Actual		Actual		Budgeted	
						2023 - 2024 Budget		2023 - 2024 Budget		2023 - 2024 Budget		Revenue/Expense		Revenue/Expense		Balance to Collect or	
						2023 - 2024 Budget		2023 - 2024 Budget		2023 - 2024 Budget		Revenue/Expense		Revenue/Expense		Balance to Collect or	
<b>Student Aid Expenditures</b>																	
AR Challenge Awards	150,000			150,000								750		55,500.00			94,500
Arkansas Concurrent Challenge	60,000			60,000										41,875.00			18,125
AR Workforce Challenge	25,000			25,000										1,600.00			23,400
AR Future Grant	1,000,000			1,000,000										544,939.00			455,061
Federal Work Study	44,800			44,800										17,484.50			27,316
PELL Grant	2,750,000			2,750,000								(2,233)		1,295,759.00			1,454,241
FSEOG Awards	40,000			40,000										20,000.00			20,000
Student Loans - Federal	1,000,000			1,000,000								(3,727)		449,688.00			550,312
Student Loans - Private	25,000			25,000										4,500.00			20,500
Miscellaneous Scholarships		A		50,000										28,059.00			21,941
<b>Student Aid Expenditures</b>	<b>5,094,800</b>			<b>5,094,800</b>				<b>50,000</b>				<b>(5,210)</b>		<b>2,459,404.50</b>			<b>2,685,396</b>
<b>Federal Grant Expenditures</b>																	
Career Pathways Initiative	270,000			270,000								16,027		207,730.87			62,269
Carl Perkins	116,400			116,400								18,176		86,336.75			30,063
Direct & Equitable Grant	45,800			45,800								3,752		22,258.57			23,541
SEDAP Grant	130,000			130,000								5,614		111,285.69			18,734
SSARP Grant	169,000			169,000								96,814		147,582.49			21,418
TRIO Grant	331,500			331,500								17,550		179,004.61			152,495
WDRG Grant	50,000			50,000										50,000			50,000
<b>Federal Grant Expenditures</b>	<b>1,112,700</b>			<b>1,112,700</b>				<b>50,000</b>				<b>157,932</b>		<b>754,178.98</b>			<b>358,521</b>
<b>State Grant Expenditures</b>																	
Adult Basic Education Grant	129,700			129,700								7,447		65,117.06			64,583
Career Coach	142,000			142,000								4,618		35,835.28			106,165
Education & Training Grant	23,000			23,000								365		4,767.60			18,232
Future Fit Grant		A		80,000								4,561		27,300.32			52,700
General Adult Education Grant	85,600			85,600								6,296		45,891.12			39,709
Special Projects				-										-			-
Career Tech Grant	210,000			210,000								17,514		147,586.37			62,434
<b>State Grant Expenditures</b>	<b>590,300</b>			<b>590,300</b>				<b>80,000</b>				<b>40,801</b>		<b>326,477.75</b>			<b>343,822</b>
<b>Total Restricted Expenditures</b>	<b>6,797,800</b>			<b>6,797,800</b>				<b>130,000</b>				<b>193,523</b>		<b>3,540,061.23</b>			<b>3,387,739</b>
A = Grant Awarded after budget was prepared																	
B = Grant Awarded after start of fiscal year																	
C = Grant Award adjusted after budget was prepared																	

	2023 - 2024 Fiscal Year				2022 - 2023 Fiscal Year			
	2023 - 2024 Budget	Year to Date Revenue/Expense	Percentage of Budget Realized as of 01/31/24		2022 - 2023 Budget	Year to Date Revenue/Expense	Percentage of Budget Realized as of 01/31/23	
<b>Ozarka College</b>								
<b>Unrestricted Current Funds - Fiscal Comparison</b>								
<b>July 1, 2023 through January 31, 2024</b>								
<b>Revenues:</b>								
Tuition & Related Fees	2,298,695	1,128,176	49.08%		2,431,790	1,117,377	45.95%	
Program & Course Related Fees	939,220	678,870	72.28%		866,085	558,286	64.46%	
Testing Services	192,605	25,478	13.23%		88,695	26,705	30.11%	
Sales Tax Proceeds	655,800	264,906	40.39%		614,580	277,029	45.08%	
Interest Income	11,170	42,264	378.37%		4,395	2,201	50.08%	
Other Income	81,650	61,097	74.83%		90,970	45,055	49.53%	
General Revenue	3,411,990	2,164,299	63.43%		3,336,265	2,211,061	66.27%	
Workforce 2000 Funding	1,271,840	741,907	58.33%		1,271,840	741,907	58.33%	
Transfer from Construction/Renovation Fund	500,000	500,000	100.00%		0	0	0.00%	
Tech Center Revenue	210,130	0	0.00%		124,300	239	0.00%	
Auxiliary Income - Culinary Café	5,000	4,213	84.26%		5,940	239	4.02%	
Auxiliary Income - Student Housing	60,000	54,207	90.35%		52,800	29,080	55.08%	
OCF Gift for Ash Flat Tech Center	10,000	0	0.00%		16,350		0.00%	
OCF Gift for Min View Tech Center	20,000	0	0.00%		25,000		0.00%	
<b>Total Unrestricted Revenues</b>	<b>9,668,100</b>	<b>5,665,417</b>	<b>58.60%</b>		<b>8,929,010</b>	<b>5,008,940</b>	<b>56.10%</b>	
<b>Expenses:</b>								
Regular Salaries	4,827,590	2,549,083	52.80%		4,669,780	2,373,683	50.83%	
Extra Help Salaries	78,800	25,969	32.96%		105,200	46,467	44.17%	
Fringe Benefits	1,645,340	821,192	49.91%		1,648,630	811,558	49.23%	
Supplies & Services	1,735,140	898,036	51.76%		1,538,980	708,956	46.07%	
Travel	77,390	33,380	43.13%		76,990	32,082	41.67%	
Utilities	493,140	253,352	51.38%		471,280	299,997	63.66%	
Capital Outlay	427,000	401,278	93.98%		31,250	6,109	19.55%	
Bond Payments	352,800	299,625	84.93%		356,000	301,095	84.58%	
Loan Payments	30,900	18,007	0.00%		30,900	2,937	0.00%	
<b>Total Unrestricted Expenditures</b>	<b>9,668,100</b>	<b>5,299,922</b>	<b>54.82%</b>		<b>8,929,010</b>	<b>4,582,864</b>	<b>51.33%</b>	
<b>Net Income or (Loss)</b>		<b>365,495</b>				<b>426,056</b>		

# College Monthly Calendar:

February 2024							
« Previous Month	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	« Saturday
					1 (m) 2:00 PM Bid Opening for MVTC	2 (m) 11:00 AM MARCAN Training (m) 12:30 PM Poll Worker Training (p) 6:00 PM Zoe Rice Birthday Party (p) 6:00 PM Zoe Rice Birthday Party	3
	4	5	6 (f) 9:00 AM Foundation Board Event Committee Meeting (f) 9:30 AM Foundation Board Meeting (m) 6:00 PM Fire Chief Meeting-2024	7	8	9 (m) 1:00 PM WRAAA (m) 1:00 PM WRAAA	10
	11	12	13 (m) 6:00 PM Pesticide Applicator Training (m) 6:00 PM Pesticide Applicator Training	14	15 (m) 11:00 AM Grant Meeting	16 (p) 9:00 AM Welding Contest (p) 9:00 AM Welding Contest (p) 9:00 AM Welding Contest (p) 9:00 AM Welding Contest	17
	18	19	20 (s) 9:30 AM Get Real, Here's the Deal - MHS (s) 9:30 AM Get Real, Here's the Deal - MHS (s) 9:30 AM Get Real, Here's the Deal - MHS	21	22 (s) 9:30 AM Get Real, Here's the Deal - ICC HS (s) 9:30 AM Get Real, Here's the Deal - ICC HS (s) 9:30 AM Get Real, Here's the Deal - ICC HS	23	24
	25	26 (p) 6:00 PM Chef's Table	27 (p) 6:00 PM Chamber of Commerce Meeting (p) 6:00 PM Chamber of Commerce Meeting	28 (p) 8:00 AM High School Quiz Bowl (p) 8:00 AM High School Quiz Bowl	29		

**Event Codes:**

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