

**South Arkansas Community College
Minutes of the Board of Trustees Meeting
Administration Building Board Room, director o
September 16, 2014**

Trustees present: Steve Cameron, Patty Cardin, Veronica Creer, Vicki de Yampert, Dr. Marc Parnell, David Ross and Charlie Thomas

Absent: Steve Cousins and Gary Griffis

Staff present: Dr. Belinda Aaron, Tara Anglin, Phil Ballard, Art Brown, Dr. Jim Bullock, Lori Dodson, Bruce Hankins, Dr. Barbara Jones, Susan Jordan, Dr. Tim Kirk, Jamie McConathy, Cynthia Reyna, Becky Riggs, Dr. Stephanie Tully-Dartez, Heath Waldrop and Ray Winiecki

Others Present: Kelsey Womack (El Dorado News-Times)

- I. **Call to Order** – Ms. Veronica Creer, vice chair, called the meeting to order at 3:52 p.m.
- II. **Recognitions and Awards** – Dr. Barbara Jones acknowledged math instructor, Vernita Morgan, for being selected as a fellow in the American Mathematics Association of Two-Year Colleges Project ACCESS.
- III. **Approval of Regular Meeting Minutes** – August 19, 2014. Ross/Cardin. Board approved.
- IV. **Approval of Consent Agenda** – Ms. Creer
 - A. Personnel Report – Dr. Jones

<u>New Employees:</u>		
Leticia Aaron	Institutional Services Assistant	08.18.14
Lori Dodson	Administrative Specialist I	09.08.14
<u>Promotions/Transfers/Organizational Changes:</u>		
Ray Winiecki	to Dean of Career and Technical Education from Secondary Technical Center Director	10.01.14
<u>Resignations/Retirements/Terminations:</u>		
Leticia Aaron	Institutional Services Assistant	08.22.14
Grace Palculict	Accommodative Learning Specialist/ Internship Coordinator	08.29.14
Dr. Holly Ayers	Vice President for Learning	09.05.14
Mary Fallin	Administrative Specialist II	09.12.14

Dr. Jones introduced and welcomed Lori Dodson, Administrative Specialist, to the president's office and to SouthArk. She also noted that Ray Winiecki will be moving into the position of dean of career and technical education.
 - B. Monitoring Reports

<u>Policy #10 – ENDS Focus of Grants or Contracts</u>
<u>Policy #24 – ENDS Transfer Education</u>
<u>Policy #25 – ENDS Occupational/Workforce Education</u>
<u>Policy #26 – ENDS Developmental Education</u>
 - C. Ratification of new Arboretum Committee Member, Jim Tucker.
Thomas/Parnell. Board approved all consent agenda items.
- V. **Board Committee Reports**
 - A. Real Estate/Facilities Committee – no report
 - B. Personnel/Planning Committee – Mr. David Ross deferred action to the October meeting.
 - C. Budget/Finance Committee – Mr. Steve Cameron – no report
 - D. Policy Governance Committee – Mr. Steve Cousins – no report
- VI. **Chair's Report** – Ms. Creer
 - A. Board Process and Performance Monitoring – no report
 - B. The Trustees were reminded of the following events:

- The Arkansas Association of Two-Year Colleges (AATYC) Annual Conference will be held October 12-14, 2014 at the Hot Springs Convention Center.
- Group Portrait – W. I. Bell is scheduled for a group picture prior to the October 21st Board meeting at 3:30 p.m. in the Board room.
- The Association of Community College Trustees (ACCT) 45th Annual Leadership Congress will be held October 22-25, 2014 in Chicago, IL. Dr. Jones, Mr. Cousins, and Ms. Creer are planning to attend.
- The ADHE State Annual Institutional Trustee Conference will be held on December 5, 2014, 9:00 a.m. to 1:00 p.m.
- The Employee Holiday Reception will be held on Tuesday, December 16, 2014 in Murphy Hall I of the El Dorado Conference Center, 11:30 a.m. to 1:00 p.m.

VII. Financial Services Report – Dr. Belinda Aaron

- A. Audit Report for the year ended June 30, 2013, was presented, and Dr. Aaron noted there were no findings.
- B. Monthly Financial Reports (August 2014) – Mr. Bruce Hankins
 August, 2014 highlights included total unrestricted revenue of \$4,046,646.09 which was 27.40% of the total budget of \$14,767,719.00. Total unrestricted expense of \$2,365,720.01 was 16.02% of the total budget of \$14,767,719.00. Excess revenue over expense at August 31, 2014 was \$1,680,926.08. Total cash and investments at August 31, 2014 was \$6,012,764.72.

August highlights noted that majority of restricted accounts receivable for financial aid would be collected during the month of September as the student financial aid is finalized. A budget reduction of \$6,755 in State Appropriations was recorded for \$2,209 in Workforce 2000 funding and \$4,546 in Educational Excellence Funding due to the State’s revised revenue forecast.

VIII. President’s Report – Dr. Barbara Jones

- A. The Administrative Reports were presented with the following highlights:

Vice President for Finance and Administration, Dr. Belinda Aaron:

Construction & Grounds:

- Heritage Plaza is on schedule. Pavers are being installed & landscaping is underway.
- East Campus land survey is complete; tree crop bid has begun.
- Received approval from the Department of Finance and Administration Marketing and Redistribution Office to dispose of storage building on East Campus.
- The McWilliams House roofing and exterior repairs bid has been awarded to Oliver's Custom Roofing, LLC.

Vice President for Learning, Dr. Barbara Jones:

Business and Technical Division

A letter of notification was issued to ADHE requesting the Certificate of Proficiency in Truck Driving program be officially placed on inactive status.

Liberal Arts Division

The 18th annual Writers’ Ink project, a creative writing contest and literary magazine for high school students in Union County, will be started this month. The deadline for submitting entries is February 20, 2015.

Two Liberal Arts Division faculty will be sharing SouthArk success and innovative practices at the AATYC meetings in October. Dr. Sterling Claypoole, an assistant professor of psychology, has been invited to do two presentations, one on working with veterans and military personnel in college classes and another on how to work with students who are experiencing grief. Mr. Larry Powell, director/instructor in the performance and media arts program, will be presenting on how to make a documentary film on a small budget. Jamie McConathy and Dr. Jones will present on the DOL grant.

WWII Documentary will be on Tuesday, November 11 at 6:30 p.m. in Murphy Hall III of the El Dorado Conference Center.

Health and Natural Sciences Division

The Accreditation Council for Occupational Therapy Education (ACOTE) Annual Report was received, and continuing accreditation was awarded to SouthArk's Occupational Therapy Assistant Program.

Continuing Education Division

The SouthArk Department of Corporate and Community Education offered a variety of summer youth programs. Lego camp was held again during July. Two new camps were introduced this summer, Black Rocket Digital Arts Academy and Young Manufacturers Academy.

SouthArk hosted Senator Pryor on August 15th. Jamie McConathy, Dean of Continuing Education, served on the industry panel related to workforce and DOL Grant for advanced manufacturing.

The Dean of Continuing Education, Ms. McConathy, President Jones and Greg Taylor of Martin Resources testified at the Arkansas Legislative Joint Performance Review Committee.

Adult Basic Education has established a new partnership with the City of Strong and has begun offering courses at this satellite site.

Vice President for Student Services, Dr. Jim Bullock:

Enrollment Services

- a. Summer Commencement was held on August 1, with 109 degrees earned and 102 students.
- b. Bridge to College Algebra results – 24 students started and 24 completed
 - 1) Four of the 24 (or 16.7%) tested into College Algebra on the Pre COMPASS test
 - 2) Eleven of the 24 (or 45.8%) tested into College Algebra on the Post COMPASS (a 29.1% increase from the Pre COMPASS)
 - 3) Of those 11 students who tested into College Algebra,
 - Nine are enrolled for College Algebra/Trig for the fall semester, and
 - Two will take College Algebra during the spring semester
 - 4) The average increase in the COMPASS on the Algebra section was 11 points, and the greatest increase was 44 points (2 students)

Chief Information Officer, Dr. Tim Kirk:

- In regard to the Emergency Notification the first emergency telephone successfully dialed the 911 response center with the push of the button. Working with AT&T to finalize this project.

Chief Institutional Effectiveness & Advancement Officer, Dr. Stephanie Tully-Dartez:

1. The fall 2014 census date has occurred and preliminary enrollment figures have been submitted to the Department of Higher Education. The preliminary enrollment was 1,715 students. The full-time equivalent was 1,092.
2. New commercials featuring distance learning are now airing in the Farmerville and Crossett cable market. The ads also ran in August on the Monroe, LA NBC and FOX affiliates with the tag line "SouthArk Anywhere!"

Director of Institutional Advancement and Foundation, Cynthia Reyna:

The 2014 SouthArk Outdoor Expo was on Saturday, September 13. The final count is being calculated. As of today, we have received \$110,300 in sponsorships and we had 114 vendors/exhibitors and 45 rib teams. The number of volunteers, registrants for the 5k Run/Walk, duck calling contest, and photo contest are being calculated.

Barbara Jones, President

- Dr. Jones noted that the South Arkansas Arboretum report was included in the Trustees packet for their information. This report is prepared annually by Judy Ward for the State Parks.
- Dr. Jones and Dr. Aaron will be attending the AATYC Government Relations Institute September 18 and 19 in preparation for the upcoming legislative session.

- A Catalog Review Committee has been appointed to look at new, possible formats and ways to assemble the college catalog.
- Convocation for both the fall and the spring are scheduled over two days this year.

Lecture Series Update – Mr. Phil Ballard

Inge Auerbacher, a child survivor of the Holocaust, will be the lecture series speaker on Thursday, November 6th at 7:00 p.m. in the El Dorado Conference Center.

IX. Executive Session (if required) – none

X. Announcements/Upcoming Events

XI. Adjournment – The meeting adjourned at 4:41 p.m.

Respectfully submitted,

Marc D. Parnell, O.D., Secretary