

South Arkansas Community College
Board of Trustees Meeting
Minutes
*****VIA TELECONFERENCE*****
April 7, 2020 - 3:00 p.m.

TELECONFERENCE INSTRUCTIONS: 1-312-626-6799 Meeting ID: 938 634 613

Trustees On Tele-Conference: Steve Cousins, Chair, Gary Griffis, Vice Chair, Dr. Kermit Parks, Secretary, Kerri Brown, José Covas, Wayne Gibson, Melissa Jerry, Tasha Sinclair, Crystal Yeager

Staff On Tele-Conference: Dr. Bentley Wallace, Dr. Derek Moore, Dr. Michael Murders, Carey Tucker, Dr. Stephanie Tully-Dartez, Dr. Tim Kirk, Kathy Modica, Dr. James Yates, Cynthia Reyna, Ann Southall, and other assorted Faculty and Staff

- I. Call to Order – Mr. Steve Cousins, Chair – called the meeting to order at 3:00 p.m.
- II. Recognitions and Awards – Dr. Bentley Wallace – recognized the following:
 - Roy Williams, Upward Bound Student Success Coach, for receiving the “Man of the Year Award” from the Jr. Elks
 - Cynthia Meyer, Program Director of Occupational Therapy Assistant, for receiving the National Institute for Staff and Organizational Development (NISOD) Excellence Award
 - Ashley Holt, SouthArk Student, for receiving a SouthArk Star

Recognitions of the AFEA Awards – (SouthArk Foundation) - Mr. José Covas recognized the following:

 - Outdoor Expo – Advertising and Promotion Commission funding (received \$3,000)
 - Arkansas Festivals and Events Statewide Awards received:
 - Event of the Year – Gold, First Place
 - Volunteer of the Year – Mr. Greg Withrow, Foundation President (One awarded statewide)
 - Best T-Shirt – Gold, First Place (designed by Foundation Development Coordinator, Christy Cottrell)
- III. Regular Meeting Minutes – January 21, 2020 – Jerry/Covas. **Board Approved Minutes.**
- IV. Approval of Special Called Board Meeting – Jerry/Covas. **Board Approved Minutes.**
 - A. January 22, 2020 – (See Attachment 1)
- V. Approval of Consent Agenda – Mr. Cousins asked if any items needed to be moved from the consent agenda to the regular agenda for discussion/comments/questions. Mr. Cousins made a motion for item D. (Approval of Tuition and Fees Schedule) to be removed from the Consent Agenda, and be placed under the Budget and Finance Committee Report. Covas/Gibson. **Board Approved.**

A. Personnel Report

SouthArk new employees:

Dr. Bentley Wallace	President	02/01/2020
Dusty Shepherd	Director of Physical Plant	02/18/2020
Vanessa Williams	Director of Counseling & Disability Support Services	02/24/2020

SouthArk promotions/transfers/organizational changes:

None

SouthArk resignations/retirements/terminations:

Andy Turner	College & Career Coach	12/31/2019
O’ Brian Holden	Tutor Coordinator	01/24/2020
Dr. Barbara Jones	President	01/31/2020
Darren Toney	College & Career Coach-Chicot County	02/06/2020

- B. Monitoring Reports
 - Policy # 6 – Emergency CEO Succession
 - Policy # 9 – Communication and Support to the Board
 - Policy # 17 – Policy Governance Review
 - Policy #23 ENDS 6 – Strategic Planning and Budget
- C. Approval of Board Meeting Calendar – Approved with addition of action item.

Action Item – The Board wishes to add 4 Board Workshops to the Board Meeting Calendar **Board Approved.**

- D. Approval of Tuition and Fees Schedule -To be placed in the Board Committee Reports under the Budget and Finance Committee Report. **Board Approved.**

VI. Board Committee Reports

- A. Real Estate and Facilities Committee – Ms. Kerri Brown –Committee met on March 11, 2020 – Demolition of dwelling located at 313 Hardy, El Dorado, AR – **Board Approved.**
- B. Personnel and Planning Committee – Mr. Gary Griffis - None
- C. Budget and Finance Committee – Ms. Melissa Jerry – Committee met on March 10, 2020 – Course and Program Fee proposed changes -Some program fees increased (nursing), while others decreased. The Committee agreed for more information to be submitted on Tuition and Fees Changes. – **Board Approved.** Committee met on April 2, 2020 – Approval of Tuition and Fees Schedule – Tabled until May Board of Trustees Meeting. **Board Approved.**
- D. Policy Governance Committee – Mr. Steve Cousins - None

VII. Chair's Report – Mr. Cousins

- A. Board Evaluation of Own Performance – Mr. Cousins will send out information – it was recommended to use the same model as last year. **Board Approved.**
- B. Board Process & Performance Monitoring – Mr. Cousins stated 100 % attendance from Board.
- C. Determine Date for July 2020 Board Retreat – Will re-visit in two months (after the COVID-19 Pandemic) Covas/Yeager. **Board Approved.**
- D. President advised to prepare Annual Goals Report – Will be prepared and sent out
- E. 3rd Party Presidential Evaluation scheduled – The Board has always hired someone for this procedure, but due to the hiring of a new president, this will be reviewed at a later date (March 2021) **Board Approved.**

VIII. Financial Services Report – Mr. Carey Tucker

- A. January Monthly Statements
January 2020 highlights included total unrestricted revenue of \$9,652,145, which is 67.44% of the total budget of \$14,311,210. Total unrestricted expenses of \$7,901,668, which is 55.21% of the total budget of \$14,311,210. Total revenues over expenditures at January 31, 2020 were \$1,750,477. Total cash and investments at January 31, 2020, were \$7,387,530.
- B. February Monthly Statements
February 2020 highlights included total unrestricted revenue of \$10,123,460, which is 70.74% of the total budget of \$14,311,210. Total unrestricted expenses of \$9,069,605, which is 63.37% of the total budget of \$14,311,210. Total expenditures over revenues at February 29, 2020 were \$1,053,855. Total cash and investments at February 29, 2020, were \$6,036,198.
- C. El Dorado Conference Center Quarterly Marketing Report

IX. President's Report – Dr. Bentley Wallace

- A. Vice President for Finance and Administration – Mr. Carey Tucker
 - The renovation project for the 1940 Gymnasium is on schedule
 - The insurance adjuster for AIG met with the SouthArk to finalize the contents of the loss for the 1905 Thomas Administration Building
 - The College network has been extended to the McWilliams House
 - Chief James Virden and Justin Murphree, EMS Program Director, conducted First Aid and AED training sessions during convocation
 - An APM change was made to APM 1.10, Shared Governance, to combine the Distance Learning and Library Committees.

Vice President for Academic Affairs – Dr. Michael Murders

- Implementing Concurrent Challenge Scholarship
- Collaborating with ADHE/ADE to develop statewide Educators pathway
- Visit from Dr. Beth Hawthorne, Mentor (February 2020) helped CIT with professional development, networking, and technical assistance
- SouthArk Library increased academic support role by collaborating with Student Services to facilitate concurrent students through Early College Program

Vice President for Student Services – Dr. Derek Moore

- Spring 2020 enrollment has a headcount of 1,302, and 11,540 Student Semester Credit Hours
- Priority registration for the Summer and Fall terms will begin in April
- Seventeen (17) colleges and universities participated in SouthArk's Transfer Fair held on February 25th
- SouthArk was awarded a grant for the JAG program (Jobs for Arkansas Graduates)
- Two new student clubs have been established: LUSA (Latino Unidos), Star One Media & Entertainment (SOME)

B. President's Update

- SouthArk's projected cohort student loan default rate is 14.8%, which is the lowest in seven years
- Advertising and Promotion Commission funding for Outdoor Expo received \$3,000
- For the fourth year in a row, Rob Robinson, Foundation Director and CEO of Simmons Bank, has selected SouthArk for the opportunity to receive the CRA (Community ReInvestment Act) funds.
- Henderson State University selected SouthArk to receive the President's Scholarship
- Adjustments made because of COVID-19:
 - Classes online
 - Remote working – Faculty and Staff
 - Tracking response of information for COVID-19 for Arkansas
 - Wifi – accessible in parking lots of SouthArk
 - New email – www.SouthArkstrong (for concerns/questions from students and faculty)
 - Live Facebook Stream on Monday's with Dr. Wallace
 - Commencement has been postponed for Spring 2020

X. Announcements

XI. Executive Session (if required)

XII. Adjournment – 4:04 p.m.

Dr. Kermit Parks, Secretary

South Arkansas Community College
Board of Trustees
Called Board Meeting
Wednesday, January 22, 2020 – Admn. Board Room – 1:00 p.m.

Trustees: Mr. Gary Griffis, Dr. Kermit Parks, Ms. Kerri Brown, Mr. José Covas, Ms. Melissa Jerry, Ms. Tasha Sinclair

Phone In: Mr. Steve Cousins

Absent: Ms. Crystal Yeager, Mr. Wayne Gibson

Staff Present: Dr. Barbara Jones, Kathy Modica

Others: Caitlyn Butler, El Dorado News -Time

Agenda

Approval of the contract for Dr. Bentley Wallace

1. Mr. Gary Griffis called the meeting to order at 1:00 p.m.
2. Motion made to accept the official contract as it stands. Covas/Parks. Board Approved.
3. Adjournment – 1:05 p.m. Parks/Covas

Attachment 1

Board of Trustees Minutes April 7, 2020