

South Arkansas Community College
Board of Trustees Meeting – Minutes
September 15, 2020, 3:45 p.m.
West Campus – El Dorado Conference Center (ECC) – Murphy I & II

Trustees: Steve Cousins, Dr. Kermit Parks, Melissa Jerry, Crystal Yeager

Via Phone: Kerri Brown, Jose Covas, Wayne Gibson, Gary Griffis, Tasha Sinclair

Staff Present: Dr. Bentley Wallace, Dr. Derek Moore, Dr. Michael Murders, Carey Tucker, Dr. Stephanie Tully-Dartez, Dr. Tim Kirk, Barry Bagwell, Jon Bourn, Caroline Hammond, Charley Hankins, Kathy Modica, Justin Murphree, Valerie Nation, Kathy Reaves, Cynthia Reyna, Shanell Robbins, Philip Shackleford, Dusty Shepherd, Ann Southall, Heath Waldrop, Ray Winiecki, Lauri Wilson, Dr. James Yates

Others Present: Mr. Greg Withrow, SouthArk Foundation President

- I. Call to Order – Mr. Steve Cousins, Chair, – called the meeting to order at 3:45
- II. Recognitions and Awards – Dr. Bentley Wallace
Recognized the following:
 - Members of the SouthArk Leadership Academy Class VI
 1. Jon Bourn
 2. Carol Modica-Moore
 3. Justin Murphree
 4. Kathy Reaves
 5. Shanell Robbins
 6. Emily Vanderzwalme
 - SouthArk Video Presentation – Cynthia Reyna and Mr. Greg Withrow, SouthArk Foundation President – Mr. Withrow explained how this year's Outdoor Expo was canceled due to COVID-19 and the effects this had on the college. The Expo is the major funding for scholarships for SouthArk students.
Video link below
https://www.youtube.com/watch?v=IShyYHYv_7A
 - Lauri Wilson was recognized by Philip Shackleford for receiving "The Suzanne Spurrier Academic Librarian Award" (This award includes 2- and 4-year institutions)
 - Dean Ray Winiecki was recognized for being a chosen member of the Arkansas Statewide CTE Blended Learning Guiding Coalition.
 - Dean Caroline Hammond was recognized for being nominated for the NN2 Board (National Network of Health Career Programs – 2 Year Colleges)
 - Mike Laws, EMS Clinical Coordinator, was recognized for being appointed to the Governor's EMS Advisor Council
 - Brittney Helton, Nursing Instructor, was recognized for receiving her Master of Science in Nursing
 - Vicki Badgley, Professor of Business & Information Technology, was recognized for passing the Certified Information System Security Professional Exam (CISSP). The CISSP is difficult to attain and is Considered the Most Valued Credential Among Employers.
- III. Approval of Regular Meeting Minutes – May 19, 2020 – Jerry/Parks. **Board Approved Minutes.** Phone participants: Kerri Brown, aye, Jose Covas, aye, Wayne Gibson, aye, Gary Griffis, aye, Tasha Sinclair, aye.
- IV. 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. There were none. Jerry/Yeager. **Board Approved.** Phone participants: Kerri Brown, aye, Jose Covas, aye, Wayne Gibson, aye, Gary Griffis, aye, Tasha Sinclair, aye.
 - A. Personnel Report
 - B. Monitoring Reports
 1. Student Success Pathways (Policy #23 ENDS 2)

- V. Board Committee Reports
 - A. Real Estate/Facilities Committee – Ms. Kerri Brown - None
 - B. Personnel/Planning Committee – Mr. Gary Griffis - None
 - C. Budget/Finance Committee – Ms. Melissa Jerry - None
 - D. Policy Governance Committee – Mr. Steve Cousins - None
- VI. Chair's Report – Mr. Cousins
 - A. Board Process and Performance Monitoring
 - B. Appointment of Nominating Committee for Officers (Odd Numbered Year) – Mr. Gary Griffis requested to be removed from the Nominating Committee. Dr. Kermit Parks volunteered to replace Gary Griffis on the Nominating Committee. **Board Approved.** Phone participants: Kerri Brown, aye, Jose Covas, aye, Wayne Gibson, aye, Gary Griffis, aye, Tasha Sinclair, aye.
 - C. Board Review & Approve President's Annual Goals – Dr. Wallace reviewed the highlights of his Presidential Annual Goals which were also presented and accepted by the Board in July 2020.

Discussion - Mr. Gary Griffis asked if the goals were measurable, and if Dr. Wallace could further elaborate upon the goals. Dr. Wallace stated that the goals were measurable and they were also in alignment with the Strategic Plan of the College. He also stated that within each goal, there were also measurable outcomes.

Goals:

- 1). **Student Success** – By using the exact same measurement the state uses for productivity funding, the Institutional Goals are aligned with the outcomes of the state to determine how efficient and effective SouthArk is in serving students. He stated this was the best way to measure student success, and in return this success would promote additional funding and prevent SouthArk from losing funding.
- 2). **Diversity, Equity, and Inclusion** – The President's Task Force is being created to enhance diversity, equity, and inclusion initiatives at the college. Also, the shared governance diversity and function is being looked into with the make-up and purpose of each committee and council structure. A focus on diversity in college hiring processes will assist SouthArk in making sure that the employee base better represents the population served.
- 3). **Sustainability** – The overall organizational structure is being looked into/reviewed to make sure SouthArk is as efficient as possible. The independent institutional status is being reviewed, and also the monitoring of state affairs around higher education. Fundraising and Grants are being monitored in order to learn how SouthArk can better manage them and increase grant acquisitions.
- 4). **Community** – The outcomes include SouthArk's legislative efforts and work with state and legislative officials. Also, how well SouthArk connects with community outreach, and the impact athletics might have on the college.

Dr. Wallace stated how each of the goals are aligned with initiatives within SouthArk's strategic plan. Ms. Melissa Jerry questioned how soon would these goals go into effect due to COVID-19. Dr. Wallace stated that the goals are mechanisms in which SouthArk is currently working on, and that SouthArk would have to be realistic as to the outcomes. Jerry/Parks. **Board Approved.** Phone participants: Kerri Brown, aye, Jose Covas, aye, Wayne Gibson, aye, Gary Griffis, aye, Tasha Sinclair, aye.

- D. Board Review & Approve Meeting Schedule Calendar – Two Board Workshops were added to the Meeting Schedule Calendar. Griffis/Yeager. **Board Approved.** Phone participants: Kerri Brown, aye, Jose Covas, aye, Wayne Gibson, aye, Gary Griffis, aye, Tasha Sinclair, aye.
- E. Reminders:
 1. Virtual Association of Community College Trustee (ACCT) Leadership Congress - October 5-8, 2020
 2. Virtual Arkansas Community Colleges (ACC's) 32nd Annual Conference – October 12-13, 2020 Monday – October 12th – 10:00 a.m. – 2:45 p.m.
Tuesday – October 13th – 10:00 a.m. – 12:00 p.m.

VII. Financial Services Report – Mr. Carey Tucker introduced two new employees: Dusty Shepherd – Physical Plant Director, Valerie Nation – Controller

A. May Monthly Statements

May 2020 highlights included total unrestricted revenue of \$12,642,134, which is 92.66% of the total budget of \$13,644,209. Total unrestricted expenses of \$11,638,788, which is 85.30% of the total budget of \$13,644,209. Total revenues over expenditures at May 31, 2020 were \$1,003,346. Total cash and investments at May 31, 2020, were \$7,437,129.27

B. June Monthly Statements – June 30th is the end of the Fiscal Year

June 2020 highlights included total unrestricted revenue of \$13,513,097, which is 99.04% of the total budget of \$13,644,209. Total unrestricted expenses of \$12,833,505, which is 94.06% of the total budget of \$13,644,209. Total revenues over expenditures at June 30, 2020 were \$679,592. Total cash and investments at June 30, 2020, were \$8,171,864.86.

C. July Monthly Statements

July 2020 highlights included total unrestricted revenue of \$1,064,053, which is 8.17% of the total budget of \$13,029,951. Total unrestricted expenses of \$1,346,662, which is 10.34% of the total budget of \$13,029,951. Total revenues over expenditures at July 31, 2020 were \$282,609.08. Total cash and investments at July 31, 2020, were \$7,607,985.14.

D. August Monthly Statements – Corrected reports were sent out to the Board.

August 2020 highlights included total unrestricted revenue of \$3,470,138, which is 26.62% of the total budget of \$13,036,149. Total unrestricted expenses of \$2,412,803, which is 18.51% of the total budget of \$13,036,149. Total revenues over expenditures at August 31, 2020 were \$1,057,335.56. Total cash and investments at August 31, 2020, were \$7,365,070.52.

E. Plant Fund Project Budgets -2020-21 – Mr. Carey Tucker explained the plant fund projected budget in detail. He stated that on the last day of the fiscal year, the governor reissued the funds that were previously cut from SouthArk's budget, and allowed those funds to be carried forward into this year's budget.

Discussion - Mr. Gary Griffis questioned how the excess funds of \$679,592 in the revenues over expenditures at the end of the fiscal year would be spent. Mr. Tucker explained how some of the funds could roll into Plant Funds and some into reserve, but that a decision had not been made.

Dr. Parks noted the Board has to monitor and approve the college's expenditures, and therefore, more clarification is needed.

Mr. Griffis requested the Plant Fund Projected Budgets be reviewed with the Finance/Budget Committee before approval from the Board is received. Ms. Melissa Jerry agreed, and stated the Board should wait to see the numbers that will be presented in September's Financials.

Dr. Wallace made a motion for the Plant Fund Projected Budgets to "go back" / be returned, and be presented, reviewed, and accepted by the Finance/Budget Committee, and re-submitted to the Board for approval. **Board Approved.** Phone: Gary Griffis, aye, Kerri Brown, aye, Jose Covas, aye, Wayne Gibson, aye, Tasha Sinclair, aye.

F. El Dorado Conference Center Quarterly Marketing Report

VIII. President's Report – Dr. Bentley Wallace

A. President's Update

1. Administrative Reports – Listed in the packet
2. Facilities Review – Dr. Wallace explained the new project (facilities review) that is being launched. The review will engage the faculty, staff, and students in reviewing the physical plant of the college with all of the campuses. A live survey has been sent out for everyone to submit information on the

safety, comfort, and any improvements needed for his or her work space. Starting in October, there will be a group that will perform an in-depth walk-through of every building/space on each campus. Once completed, a prioritized list of improvements will be scheduled for review/repairs. The Planning Budget (multi budget) for next year will be used to complete the improvements.

3. Solar Project – Dr. Wallace stated that a final decision has not been made on whether SouthArk will proceed with placing the Solar Project on some of SouthArk’s property on East Campus. Three proposals have been received, and these will be reviewed by the Solar Project Committee in order to make a recommendation on SouthArk moving forward with the Project.

Discussion

Mr. Griffis asked if the Solar Project would be set-up to provide energy to SouthArk Campuses, or to the Grid. Dr Wallace stated that the Solar Project would put energy onto the Grid, and ultimately if designed correctly, it would also produce more energy than what is consumed at SouthArk, and therefore should have a net positive effect on the energy consumed at the college. Dr. Wallace stated that the Solar Project would have to certainly prove to be financially advantageous for the college, and produce a positive effect on the budget.

4. Open Board Seats – Three Board Seats will roll-off and become available for new Board Members at the end of 2020 (Dr. Kermit Parks, Ms. Tasha Sinclair, Mr. Steve Cousins). Anyone interested will have to complete an application with the Governor’s Office.
5. Enrollment Report – Fall 2020 enrollment was down from what was budgeted, and therefore SouthArk experienced a tuition and fee revenue reduction of approximately \$70,000 (data was shared).
6. COVID Response Update – Dr. Wallace stated how proud he was of SouthArk’s staff, faculty, and students for the way in which everyone has managed with COVID-19. SouthArk continues to be ahead of the curve in Arkansas for two-year schools in response to COVID. He also explained how SouthArk took a conservative approach when COVID was announced in March, and managed to maintain operations effectively.

IX. Executive Session (if required) – None required

X. Announcements - None

XI. Adjournment – 5:00 p.m.

Dr. Kermit Parks, Secretary