

South Arkansas Community College
Board of Trustees Meeting
Minutes
May 18, 2021 3:45 p.m.
Zoom Meeting <https://southark.zoom.us/j/524982966>
Or
Phone: 1- 646 -558 - 8656
Meeting ID: 524 982 966

Trustees Present: Steve Cousins, Chair, Gary Griffis, Vice Chair, Crystal Yeager, Secretary, Jose Covas, Courtney Crotty, Wayne Gibson, Melissa Jerry, Scott Street

Absent: Kerri Brown

SouthArk Staff Present: Dr. Bentley Wallace, Dr. Derek Moore, Dr. Stephanie Tully-Dartez, Carey Tucker, Dr. Tim Kirk, Valerie Nation, Bill Fowler, Kathy Modica, Jim Yates, Caroline Hammond, Ann Southall, Philip Shackleford, Heath Waldrop

- I. Call to Order – Mr. Steve Cousins, Chair – called the meeting to order at 3:45 p.m.
- II. Recognitions and Awards – Dr. Bentley Wallace recognized the following SouthArk awards:

Skills USA Competition

Roger Whitcher –	First Place in Automotive Service Technology
Anna Sanders –	First Place in Health Occupations Professional Portfolio
Evan Pietranski –	First Place in Pipe Welding

Phi Theta Kappa Inductees

Charity Anderson	Christian Marshall
Hannah Baker	Kieonna McClain
Calli Biggers	Candace McLaughlin
Tamara Burns	Brent Mixon
Ashley Cravey	Ashton Molsbee
Tania DeLeon	Joshua Smith
Phalisha Dixon	Lindsey Strickland
Brittney Ferguston	Lindi Sutton
D'Arbonee Forte	Lowry Sweeney
Cassidy Hollongsworth	Parker Tinnell
Cody Hux	Pamela Willis

PBL (Phi Beta Lambda)

Kate Preaus, Peyton Scoskie, Wendy Hinton -	First Place in Desktop Publishing
Kate Preaus -	First Place in Administrative Technology
Peyton Scoskie -	Second Place in Administrative Technology
Tamara Smith -	Second Place in Cyber Security

Adult Ed Program

The Adult Education Department was recognized for having the highest student retention of any Arkansas program with fewer than 400 students in academic year 2019-2020.

Collegiate Advertising Award

SouthArk received a Collegiate Advertising Award for 2020-Gold. This award represents first place in the category of Special Video Production, Division of Business and Community Colleges.
(Heath Waldrop – Director of Marketing and Public Relations)

SouthArk Outstanding Employee

Daphane Schultz
James Virden

Outstanding Classified Employee
Outstanding Professional Employee

SouthArk Outstanding Faculty

Amanda Rhodes
Justin Murphree
Gary Hall

Career & Technical Education
Health Sciences
Arts & Science

SouthArk Overall Outstanding Faculty Member of the Year for 2020-2021

Gary Hall

G. Thomas Baumgardner Student's Choice Award 2021

Susan Spicher

SouthArk Lead Class VI

Jon Bourn
Carol Modica-Moore
Justin Murphree

Kathy Reaves
Shanell Robbins
Emily VanderZwalm

SouthArk 5-Year Career Service

Benjamin Cagle
Brandi Cotterman
Ashley Dougan
James Dubose
Caroline Hammond

LaBreshianna Hicks
Rhonda Lee-Ernest
Juanita Norful
Carey Tucker

SouthArk 10-Year Career Service

Linda Bates
Sterling Claypoole
Abbie Jeffers
Rena Toland
Daniel Willis

SouthArk 15-Year Career Service

Carol Mitchell

SouthArk 25-Year Career Service

Veronda Tatum

SouthArk 30-Year Career Service

Vicki Badgley
Scott Larkin

SouthArk Retirees

Carol Mitchell
Sandra Tibbs

- III. Ratification of Foundation Board Member – Dr. Bentley Wallace recognized Greg Williams for ratification as a new SouthArk Foundation Board Member. Gibson/Covas. **Board Approved.** Phone: Cousins, aye, Griffis, aye, Covas, aye, Crotty, aye, Gibson, aye, Jerry, aye, Street, aye, Yeager, aye.

- IV. Approval of Receipt of American Rescue Plan Act (ARPA) Stimulus Funds
1. Student Portion \$1,933,023
 2. Institutional Portion \$1,813,030
- Board Approved.** Phone: Cousins, aye, Griffis, aye, Yeager, aye, Covas, aye, Crotty, aye, Gibson, aye, Jerry, aye, Street, aye.
- V. Approval of Regular Meeting Minutes – March 16, 2021 – Jerry/Gibson. **Board Approved.** Phone: Cousins, aye, Griffis, aye, Covas, aye, Crotty, aye, Gibson, aye, Jerry, aye, Street, aye, Yeager, aye.
- VI. Nominating Committee Report (Officers Position – Secretary) – Mr. Jose Covas stated that the committee met on Tuesday, May 18, 2021 (right before the full Board Meeting). Mr. Covas submitted the report of nominee - Ms. Crystal Yeager, for the Officer Position of Secretary. (There were no nominations from the floor) Crotty/Covas. **Board Approved.** Phone: Cousins, aye, Crotty, aye, Gibson, aye, Jerry, aye, Street, aye, Griffis, aye, Covas, aye, Yeager, abstained.
- VII. Approval of Consent Agenda – Mr. Cousins asked if any items needed to be moved from the Consent Agenda to the Regular Agenda Items for discussion/comments/questions. Mr. Cousins requested for Item G – Approval of Annual Operating Budget, to be moved from the Consent Agenda and be discussed in the Budget/Finance Committee Report. Crotty/Covas. **Board Approved.** Phone: Cousins, aye, Crotty, aye, Gibson, aye, Jerry, aye, Street, aye, Yeager, aye, Griffis, aye, Covas, aye.

A. Personnel Report

SouthArk new employees:

Kayla Lewis	Institutional Services Assistant	03/14/2021
Gary White	Institutional Services Assistant	03/14/2021
Gary Andrews	Skilled Trades Helper	04/26/2021
Bethany Barcroft	Women's Head Softball Coach	05/17/2021
Cannon Lester	Men's Head Baseball Coach	06/01/2021

SouthArk promotions/transfers/organizational changes:

Stephanie Tully- Dartez	Vice President for Academic Affairs	04/01/2021
Mary Kate Sumner	Administrative Analyst to Academic Project Manager	05/01/2021

SouthArk resignations/retirements/terminations:

Dean Inman	Director of Enrollment Services	04/13/2021
Rosie Rogan	Institutional Services Assistant	04/30/2021
Sterling Claypoole	Professor, Psychology	06/30/2021
Carol Mitchell	Professor, English	06/30/2021
Sandra Tibbs	Instructor, Adult Education	06/30/2021

B. Monitoring Reports

- Policy # 4 – Financial Planning/Budgeting
- Policy # 5 – Financial Condition and Activities
- Policy # 7 – Asset Protection
- Policy # 8 – Compensation and Benefits
- Policy # 23 ENDS 4 – Campus Culture
- Policy # 23 ENDS 1 – Mission Statement

C. Validate Mission Statement

D. Approval of Provisional Positions

E. Approval of 2021 – 2022 Holiday and Vacation Schedule

F. Notification of Update Administrative Procedures Manual (APM)

G. Approval of Annual Operating Budget

VIII. Board Committee Reports

- A. Real Estate/Facilities Committee – Ms. Kerri Brown - None
- B. Personnel/Planning Committee – Mr. Gary Griffis shared updates on the 3rd Party Presidential Evaluation:
 - ACCT will be employed for the Presidential Evaluation
 - ACCT will customize tools for the evaluation
 - ACCT will provide a draft version of the evaluation for the Board to review
 - ACCT will email the Board Members a link to review the final confidential evaluationNo Action required
- C. Budget Finance Committee – Ms. Melissa Jerry, chair, reported that the committee met on Tuesday, May 11, 2021. Ms. Jerry presented the committee's recommendation to approve the following:
 - 1. The Health Sciences pass-through Fees as presented.
 - 2. The FY 2021-2022 E&G Budget as presented:
 - A 2% minimum raise for most full-time employees
 - This raise is considered a COLA and is not merit based
 - Employees hired after January 1st will not receive a COLA

Discussion – Mr. Griffis asked how did the E&G Budget for 2021-2022 compare to last year's Budget. Dr. Wallace shared detailed data of the comparison.

Board Approved. Phone: Cousins, aye, Griffis, aye, Yeager, aye, Crotty, aye, Covas, aye, Gibson, aye, Jerry, aye, Street, aye,
- D. Policy Governance Committee – Mr. Steve Cousins – None

IX. Chair's Report – Mr. Steve Cousins

- A. Board Process and Performance Monitoring – The Board has been meeting efficiently without issues or concerns, stated Mr. Cousins.
- B. Board Evaluation of own Performance Reviewed
- C. Presidential Contract Review
- D. Presidential Evaluation
- E. Graduation – The May 2021 Graduation was a huge success, stated Dr. Wallace. (graduation can be viewed on YouTube and SouthArk Facebook)
- H. Budget Presentation - Dr. Wallace reviewed in detail the presented data for the Operational Budget. Mr. Tucker reviewed additional power points on the Annual Operating Budget.
 - 1. Approval of Couse Fee Change
 - 2. Approval of Annual Operating Budget

Board Approved. Phone: Cousins, aye, Griffis, aye, Yeager, aye, Covas, aye, Crotty, aye, Gibson, aye, Jerry, aye, Street, aye

X. Financial Services Report – Mr. Carey Tucker/Valerie Nation

- A. March Monthly Statements
March 2021 highlights included total unrestricted revenue of \$9,576,704, which is 68.39% of the total budget of \$14,003,984. Total unrestricted expenses of \$8,938,229, which is 63.83% of the total budget of \$14,003,984. Total revenues over expenditures at March 31, 2021 were \$638,475,.08. Total cash and investments at March 31, 2021, were \$6,911,774.49.
- B. April Monthly Statements
April 2021 highlights included total unrestricted revenue of \$10,378,109, which is 74.11% of the total budget of \$14,004,584. Total unrestricted expenses of \$9,746,716, which is 69.6% of the total budget of \$14,004,584. Total revenues over expenditures at April 30, 2021 were \$631,392.48. Total cash and investment at April 30, 2021, were \$7,482,457.20

XI. President's Report – Dr. Bentley Wallace

- A. Administrative Reports – Included in the Packet
- B. President's Updates
 - 1. Commencement – The Commencement was held on Thursday, May 13, 2021, at the El Dorado Memorial Stadium. Dr. Wallace acknowledged all those involved with making the event a huge success.
 - 2. El Dorado Conference Center – SouthArk is currently working with city officials and workforce on a new contract for the El Dorado Conference Center.

3. Legislative Update – There have been several Bills released from the Legislature which will have an impact on the college. The complete list is to be reviewed by the Executive Cabinet, stated Dr. Wallace.
4. Sports Expansion – Baseball and Softball have been added to sports at SouthArk. Coaches are being hired, and tryouts will start on May 27th.
5. McWilliams House Phase IV Grant from ANCRC – SouthArk has received additional funds of (\$680,000) from ANCRC for the continued remodeling of the McWilliams House. The McWilliams House will be the new SouthArk Student Center.
6. Arkansas Money and Politics Feature – SouthArk was recently featured in the Arkansas Money and Politics. In the article, Dr. Wallace addressed the career prep-programs, and the highlights of technical education which allows students to complete their education at a lower cost. (state coverage)
7. Inside Higher Education Feature – SouthArk also featured with other colleges; in the “Inside Higher Education” for experiences during COVID. (national coverage)
8. ADHE / AHECB Presidents and Chancellors Executive Committee – Dr. Wallace stated he has been elected to the Arkansas Department of Higher Education and Coordinating Board-Presidents and Chancellors Executive Council. (He is among eight Presidents and Chancellors elected to the Executive Council.)
9. El Dorado Chamber of Commerce Executive Committee – Dr Wallace has been appointed to the El Dorado Chamber of Commerce Executive Committee. The announcement came at the Annual Luncheon in May, stated Dr. Wallace.
10. Housing Feasibility Study – Dr. Wallace stated that SouthArk is creating a Housing Feasibility Study which will be sent out soon. This study will determine if dormitories are feasible at this time.
11. Outdoor Expo / 9-11 Anniversary Event – Dr. Wallace stated that he is excited to bring back the Outdoor Expo this year. The Outdoor Expo / 9-11 Anniversary Event will be held at the El Dorado Conference Center from 9:00 – 4:00 p.m. (The Official State of Arkansas 9-11 Memorial is located on SouthArk’s west campus.)

XII. Executive Session – None

XII. Announcements/Upcoming Events

XIV. Adjournment – 4:50 p.m.

Ms. Crystal Yeager, Secretary

Action Items - from the March 16, 2021 Board Meeting:

1. Policy #6 -Emergency CEO Succession – Policy #6 in the Monitoring Reports will be updated and emailed to the Board upon the hiring of the new VPAA.
2. The Budget Line Item will be reviewed for an outside 3rd Party Presidential Evaluation.
3. Dr. Wallace will send out proposed dates to the Board for the July 2021 Board Retreat.

Follow Up to Action Items from the March 16, 2021 Board Meeting:

1. Policy #6 – Emergency CEO Succession – updated report was emailed to the Board on May 11, 2021.
2. Review for an outside 3rd Party Presidential Evaluation will be further referenced in the May 18th Board Meeting.
3. Proposed dates for the July 2021 Board Retreat were emailed to the Board on May 11, 2021.
 - July 16, 2021
 - July 23, 2021
 - July 30, 2021

Action Items/Requests – from the May 18, 2021 Board Meeting:

1. Courtney Crotty requested for calendar invites for the Board of Trustees Meetings to be sent to the Board.
2. The Board Self Evaluation Survey results will be sent out to the Board.
3. A date for the Board Retreat will be confirmed and sent out.