

South Arkansas Community College
Board of Trustees Meeting
November 16, 2021, 3:45 p.m.
ADMN Board Room – 309 & Zoom

Minutes

Trustees Present: Steve Cousins, Gary Griffis, Crystal Yeager, Kerri Brown, Jose Covas, Courtney Crotty, Wayne Gibson, Melissa Jerry

Absent: None

SouthArk Staff Present: Dr. Bentley Wallace, Dr. Derek Moore, Dr. Stephanie Tully-Dartez, Dr. Tim Kirk, John Baine, Kathy Modica, Caroline Hammond, Dr. Cassandra Tavorn, Tim Johnson, Ray Winiecki, Christy Wilson, Philip Shackelford, 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 Vernita Morgan and Vince Dawson for receiving the NAACP Education Award for 2021.
- III. Approval of Regular Meeting Minutes – September 21, 2021- Jerry/Covas. Phone -Wayne Gibson. **Board Approved.**
- IV. Approval of Consent Agenda – Mr. Steve Cousins asked if any items needed to be moved from the Consent Agenda to the regular agenda for discussion/comments/questions. Mr. Jose Covas requested for Item #6 (Connections – Policy #23 ENDS 3) of the Monitoring Reports to be moved from the Consent Agenda to the regular agenda for discussion. Jerry/Brown. Phone – Wayne Gibson. **Board Approved.**

Discussion – Mr. Covas stated that the data matrix of (Section I – Life Long Learning Opportunities) within the Connections Policy #23-ENDS 3, of the Monitoring Reports, needed to be reviewed and corrected. Dr. Wallace stated that the information would be reviewed and corrected in the Board Packet. Covas/Jerry. Phone – Wayne Gibson. **Board Approved.**

A. Personnel Report

B. Monitoring Reports

1. Treatment of Students (Policy #2)
2. Treatment of Employees (Policy #3)
3. Financial Planning/Budgeting (Policy #4)
4. Financial Condition and Activities (Policy #5)
5. Asset Protection (Policy #7)
6. Connections (Policy #23 ENDS 3)

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, Chair, reported that the committee met on Tuesday, November 16, 2021. Ms. Jerry presented the committee's recommendation to approve the following:

1. Approval of the IREPO Grant – Committee Approved
 2. Approval of the IMLS-New Horizons Grant – Committee Approved
 3. Approval to lower the Criminal Background Fee (HS Programs – from \$102 to \$80) – Committee Approved
- Board Approved.**

D. Policy Governance Committee – Mr. Steve Cousins - None

E. Report of the Nomination of Officers (odd numbered years – chair, vice-chair, secretary) – Mr. Covas reported that the Nominating Committee met on Tuesday, November 9, 2021. Mr. Covas presented the following committee’s report:

1. For the current Board of Trustees Officers to continue their capacity in active duties.

Current Officers: Steve Cousins – Chair, Gary Griffis – Vice Chair, Crystal Yeager – Secretary
Committee Approved.

No Action taken

The Election of Officers shall be held during the January 2022 meeting of the Board.

VI. Chair’s Report – Mr. Cousins

A. Board Process and Performance Monitoring – Mr. Cousins stated that the Board has been meeting efficiently without issues or concerns.

B. Reminders:

1. Statement of Financial Interest form is due by January 31, 2022

2. Commencement – Thursday, December 16, 2021

(Two Sessions – 5:00 p.m. & 7:00 p.m. El Dorado Conference Center)

(Kathy Modica to send out reminders to the Board)

VII. Financial Services Report

A. El Dorado Conference Center Quarterly Marketing Report – Included in the Packet

B. Monthly Statements – Dr. Wallace reported that due to the transitions of new staff in the business and finance offices, a significant amount of “catch-up work” had to be done, but that all of the state reports are now completed. Wallace also reported that the monthly financial reports are being reviewed for accuracy, and new employees are to complete extensive training. Therefore, all financials should be available and completed by December. Revenues and expenditures for the college are as projected.

VIII. President’s Report – Dr. Bentley Wallace

A. Administrative Reports – Included in the packet

B. President’s Updates

1. Arkansas Connections Academy /SouthArk Secondary Technical Center – (Arkansas Connections Academy is an Online and Virtual High School) – SouthArk is now partnering with Arkansas Connections Academy to provide technical classes/opportunities through SouthArk’s Secondary Technical Career Center.
2. IMLS Grant (\$75,000) – This grant will be managed by Philip Shackelford, SouthArk’s Library, to help provide services and support to those who have been disconnected as a result of the pandemic.
3. Fleet Upgrades – Through the approved plant funds budget and the Foundation, SouthArk has purchased a bus for the athletics department.
4. Student Housing Feasibility Study Update – SouthArk is currently moving through the fifth week of study with the SCION advisors. The student survey is completed and will be reviewed tomorrow, Wednesday, November 17th. (The Board is encouraged to participate in the review of the study provided by SCION)
5. Conference Center Update – The new model is now in progress, and SouthArk will be ending the services of Aladdin at the end of this calendar year. (New model services are being discussed by the Executive Cabinet)
6. VPFA Search Update – SouthArk is continuing the search to fill the vacant position. (two rounds of interviews have been conducted)
7. Leadership Development Series – A new Leadership Development Training Program has been launched, and the first session/class of group-1 SouthArk employees starts tomorrow, November 17th. (a professional development program for mid to upper level management)
8. Minority Entrepreneurship Resource Center – SouthArk is working towards partnering with Forge and other programs to help develop and host a minority entrepreneurship resource center. Forge is an organization which helps entrepreneurs start or grow small businesses by providing high quality management, planning and support services, and loan programs.

9. McWilliams House Bid / Construction – Bids on the “Phase Four - Renovations” for the renovations on the McWilliams House were held two weeks ago. Diversified Construction has been selected to complete the renovations.
10. Electric Vehicle Charging Station – SouthArk is partnering with the City of El Dorado, Entergy, and Standard Lithium to place six electric charging stations on campus. (charging stations will be free for use)
11. Credentials Report – SouthArk is working with the governor’s office to fill the vacancy on the Board of Trustees.
12. Student Retention Report – The requested additional data of tracking and management of students was shared/explained.
13. Enrollment Goals Update – The requested additional (3-year measurable growth plan) for attainable presidential goals was presented; and will be added to the 2021-22 President’s Annual Goals. Covas/Jerry. Phone – Wayne Gibson. **Board Approved.**

IX. Executive Session (if required)

X. Announcements

XI. Adjournment - 4:52 p.m.

Action Items/Requests – from the September 21, 2021 Board Meeting:

1. Mr. Gary Griffis requested a follow-up report of Section D (Completion - with a break-down by division), of the Student Success Pathways Monitoring Report, to be presented in the November 16, 2021 Board Meeting.
2. Mr. Gary Griffis requested for Dr. Wallace to “bring back” and present a clear and defined 3 to 5 year growth plan of goals for the next Board meeting.
3. Kathy Modica is to send out a reminder of the ACC - 2021 Conference dates to the Board
4. Ms. Melissa Jerry requested for the Board to adhere to the scheduled calendar time for the Presidential Evaluation (May).

Follow-Up to Action Items/Request – from the September 21, 2021 Board Meeting:

1. The Follow-up report of Section D (Completing-with a break-down by division), of the Student Success Pathways Monitoring Report, was presented in the November 16, 2021 Board Meeting.
2. The additional 3-year measurable growth plan of attainable Presidential Goals was presented; and is to be added to the 2021-22 President’s Annual Goals. Board Approved - November 16, 2021.
3. Kathy Modica sent out a reminder of the ACC – 2021 Conference to the Board.

Action Items/Request – from the November 16, 2021 Board Meeting:

1. Mr. Jose Covas requested for the data matrix of (Section I – Life Long Learning Opportunities) within the Connections Policy #23-ENDS 3, of the Monitoring Reports, to be reviewed and corrected in the Board Packet.