

South Arkansas Community College
Board of Trustees Meeting
January 18, 2022 - 3:45 p.m.
Zoom Meeting <https://southark.zoom.us/j/524982966>
or
Phone: 1- 646 -558 - 8656
Meeting ID: 524 982 966

Minutes

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

Absent: Kerri Brown

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, Ann Southall, Cynthia Reyna, Philip Shackelford, Christy Wilson,

Others: Caitlan Butler-El Dorado News Times

- I. Call to Order – Mr. Steve Cousins, Chair – Called the meeting to order at 3:45 p.m.
- II. Approval of Regular Meeting Minutes - November 16, 2021 – Crotty/Covas. Zoom/Phone – Cousins-aye, Yeager-aye, Covas-aye, Crotty-aye, Griffis-aye **Board Approved.**
- III. 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 requested for Policy #23 ENDS 5 – Student Experience, to be moved from the Consent Agenda to the regular agenda for discussion. Crotty/Covas. Zoom/Phone – Cousins-aye, Griffis-aye, Yeager-aye, Covas-aye, Crotty-aye. **Board Approved.**
Discussion – Mr. Cousins referenced the data of Student Engagement reported in the CCSSE Benchmark section of Policy #23, and asked if COVID-19 had an impact on the Benchmark Scoring. Dr. Wallace stated that student engagement was certainly impacted by COVID-19 despite the tremendous efforts of faculty and staff working closely with students. Covas/Crotty. Zoom/Phone – Cousins-aye, Griffis-aye, Yeager-aye, Covas-aye, Crotty-aye. **Board Approved.**
 - A. Personnel Report
 - B. Monitoring Reports
 - Policy #23 ENDS 5 – Student Experience
 - C. Approval of Board Expense Reimbursement
 - D. Approval of Promotional Items
- IV. Board Committee Reports
 - A. Real Estate and Facilities Committee – Ms. Kerri Brown – Mr. Covas reported that the committee met on Tuesday, January 18, 2022. Mr. Covas presented the committee’s recommendation to approve the following:
 1. Sale of property for Hillsboro Expansion and Round-a-bout as presented
 - approval for SouthArk to negotiate the value of propertyZoom/Phone - Cousins-aye, Griffis-aye, Yeager-aye, Covas-aye, Crotty-aye **Board Approved.**
 2. Housing Feasibility Study Update as presented
 - SCION report of a significant marketing demand
 - financing options
 - types of units**No Action was taken**

- B. Personnel and Planning Committee – Mr. Gary Griffis - None
- C. Budget and Finance Committee – Ms. Melissa Jerry - None
- D. Policy Governance Committee – Mr. Steve Cousins - None

V. Chair’s Report – Mr. Cousins

- A. Board Process & Performance Monitoring – Mr. Cousins stated that the Board has been meeting efficiently without issues or concerns.
- B. Statement of Financial Interest Due by January 31st (reminder was given by Mr. Cousins)
- C. Board Evaluation of own performance in March (survey will be sent out to the Board)
- D. Election of Officers (Even Numbered Years- 2022)

Discussion – Mr. Cousins called for nominations from the floor for the Officers Positions of Chair, Vice Chair, and Secretary. There were none. Mr. Cousins, Chair, asked for a roll call vote to accept the the following report of officers from the Nominating Committee:

Mr. Steve Cousins – Chair

Mr. Gary Griffis – Vice Chair

Ms. Crystal Yeager – Secretary

Zoom/Phone – Cousins-aye, Griffis-aye, Yeager-aye, Covas-aye, Crotty-aye. **Board Approved the Nominating Committee Report for Officers.**

Discussion – Wallace reported that four months of financials were included in the January Board packet due to the transitions of staff in the business/finance office. The SouthArk financials are in fantastic shape, stated Wallace.

VI. Financial Services Report

A. September Monthly Statements

September 2021 highlights included total unrestricted revenue of \$4,203,380, which is 30.30% of the total budget of \$13,873,165. Total unrestricted expenses of \$3,219,749, which is 23.21% of the total budget of \$13,873,165. Total revenues over expenditures at September 30, 2021 were \$983,632. Total cash and investments at September 30, 2021, were \$7,441,545.78.

B. October Monthly Statements

October 2021 highlights included total unrestricted revenue of \$4,929,778, which is 35.17% of the total budget of \$14,016,831. Total unrestricted expenses of \$4,135,594, which is 29.50% of the total budget of \$14,016,831. Total revenues over expenditures at October 31, 2021 were \$794,184. Total cash and investments at October 31, 2021, were \$6,876,661.04.

C. November Monthly Statements

November 2021 highlights included total unrestricted revenue of \$5,565,901, which is 39.70% of the total budget of \$14,017,046. Total unrestricted expenses of \$5,112,732, which is 36.48% of the total budget of \$14,017,046. Total revenues over expenditures at November 31, 2021 were \$453,170. Total cash and investments at November 31, 2021, were \$6,589,718.20.

D. December Monthly Statements

December 2021 highlights included total unrestricted revenue of \$7,753,951, which is 53.78% of the total budget of \$14,439,643. Total unrestricted expenses of \$5,987,993, which is 41.53% of the total budget of \$14,439,643. Total revenues over expenditures at December 31, 2021 were \$1,765,958. Total cash and investments at December 31, 2021, were \$7,296,076.64.

VII. President’s Report – Dr. Bentley Wallace

A. Administrative Reports – Included in the packet

B. President’s Updates

1. Housing Feasibility Study – SouthArk is working with SCION advisors to help with the process of determining if student housing is feasible. The first phase was a market demand survey which determined that there is a demand for student housing. The second phase covered financing/cost options for basic models of student housing (Recommendations were provided by SCION) Wallace stated that SouthArk is still in the process of gathering information, and at this time, SouthArk is not ready to make a recommendation to the Board.
2. COVID-19 Current Status – At this time, SouthArk is requiring masks on campus. SouthArk also has two primary entities on campus to assist with the monitoring and reporting of COVID-19. A Return to Play Task Force is available to work with athletics.

3. Enrollment Report – Enrollment for Spring 2022 is up for around 3%. Wallace stated that this upward trend is mainly because of the hard work of faculty and staff working closely with students; and keeping them engaged in classes.
4. Budget / Fiscal Session – Expenditure Budgets are being developed by managers for review. Wallace stated that SouthArk has to be cautious with expenses and spending to make sure SouthArk is in line with funding received from the state and tuition and fees received from students. He also reported that a slight increase is anticipated from state funding this fiscal year due to SouthArk’s performance funding model, and a one-time funding from Arkansas Higher Education.
5. Federal Stimulus Funds – SouthArk has received multiple rounds of funding from The Higher Ed Relief Funds for the institution and students. The timeline to determine how the latest HEERF funding received is to be spent/disbursed is by May of this year. Students can use the cash disbursements on needs such as food, housing, clothing, books, childcare, transportation, etc. SouthArk can use funding received to help assist with the loss revenue associated with COVID-19, and cost associated with sanitation, technology, and anything to increase student engagement and safety as a result of COVID.
6. Arboretum Funding – The Arboretum is a local State Park for which there is no funding; therefore, it is managed and maintained by SouthArk. The legislature has recently proposed a small amount of funding for the Arboretum, but Wallace doesn’t expect this line item for a “non-formula entity” to be approved.
7. Improvements in Data Tracking (SSCH/Revenue) – The transitioning of staff in the business/finance department of SouthArk forced SouthArk to develop a new automated system that enables a better understanding of spreadsheets, and a more sophisticated and efficient level of analyzing and tracking data. We are able to gain more insight on revenues, expenses, and reporting; stated Wallace.
8. Future Needs: Tuition and Fees – Wallace stated that at this time, he does not anticipate any significant request to the Board relevant to tuition and fees, but conversations regarding future demographics will need to occur.
9. Open Board Position – Wallace is continuing to talk to people about the open position. The application to apply is on the governor’s website.
10. Library Newsletter – The SouthArk Library Newsletter included in the Board packet provides information on resources, education, and community.
11. ARNEC Proctoring Fee – The elimination of the ARNEC proctoring fee will be presented in the March Board Meeting.

VIII. Executive Session (if required)

IX. Announcements

X. Adjournment – 3:45 p.m.

Ms. Crystal Yeager, Secretary

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

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

Follow-Up to Action Item Request – from the November 16, 2021 Board Meeting:

1. The data matrix of (Section 1 – Life Long Learning Opportunities) within the Connections Policy #23-ENDS 3, of the Monitoring Reports, was reviewed, corrected, and entered into the November Board Packet.

Action Item/Request – from the January 18, 2022 Board Meeting:

1. The Board’s Evaluation of own Performance to be sent to the Board.