

**South Arkansas Community College
Board of Trustee Meeting - Minutes
November 17, 2020, 3:45 p.m.
ECC (El Dorado Conference Center) Murphy I & II**

Trustees Present: Steve Cousins, Dr. Kermit Parks, Kerri Brown, Wayne Gibson, Melissa Jerry, Tasha Sinclair, Crystal Yeager

Absent: Jose Covas, Gary Griffis

Staff Present: Dr. Bentley Wallace, Dr. Derek Moore, Dr. Michael Murders, Carey Tucker, Dr. Stephanie Tully-Dartez, Dr. Tim Kirk, Barry Bagwell, Cherie Bright, Joy DuPont, Gary Hall, Caroline Hammond, Kathy Modica, Valerie Nation, Cynthia Reyna, Philip Shackelford, Dusty Shepherd, Heath Waldrop, Ray Winiecki, Dr. James Yates

Others: Richard Dunlap, Student

- 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:
 - Vernita Morgan, Math Professor, was recognized as having been appointed to the Arkansas State Review Commission for Historic Preservations
 - Carey Tucker, VPFA, was recognized as having been elected to the Board of AACUBO as a member-at-large for a two year term
 - Vicki Badgley, Business & Information Technology Professor, and Roslyn Turner, Business & Computer Technology Instructor, were recognized for receiving CompTIA Security+ Certifications
 - Richard Dunlap, EMA Student, received Veteran recognition
 - Eight (8) Concurrent Students at the Louisiana Charter School were recognized for earning Certifications in Word 2019
 - Fall 2020 Student Recognitions
- III. Approval of Regular Meeting Minutes – September 15, 2020 – Jerry/Cousins. **Board Approved Minutes.**
- IV. Approval of Consent Agenda – Mr. Steve Cousins – 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. Parks/Gibson. **Board Approved.**

Action Item - Dr. Kermit Parks requested the following Policies be reviewed and sent out to the Board:

1. Shared Governance Policy
2. Academic Appeal Policy
3. Treatment of Employees Policy

Board Approved.

A. Personnel Report

SouthArk new employees:

Joy DuPont	Library Technician	9/21/2020
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SouthArk promotions/transfers/organizational changes:

Kennedy Reedy	Institutional Services Assistant to Skilled Trades Helper	11/01/2020
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SouthArk resignations/retirements/terminations:

Zoie Lovejoy	Adult Ed Coordinator	9/11/2020
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Arlando Wilson	College & Career Coach- Chicot	9/22/2020
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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, Chair, reported that the committee met on November 17, 2020, and presented the following committee updates/recommendations:

1. El Dorado Conference Center Lease/Contract – Dr. Wallace gave an update on the 10-year lease/contract which expires June 30, 2021 (lease/contract is being reviewed). No action was taken.
2. Bid Process: Deferred Maintenance Projects – Dr. Wallace gave an update on the deferred maintenance projects, and explained how most of the Plant Funds Budget will be spent on the Generator Project and the replacement of roofs for the TEC and Health Science Building. No action was taken.
3. Approval of Demolition of the ACAPS House – Dr. Wallace explained the deterioration and health hazards of the ACAPS House, and requested approval for demolition. (The ACAPS Program will be moved to a different location) Committee Approved. **Board Approved**

B. Personnel/Planning Committee – Mr. Gary Griffis – None

C. Budget/Finance Committee – Ms. Melissa Jerry, Chair, reported that the committee met on November 17, 2020, and presented the following committee updates:

1. El Dorado Conference Center Lease/Contract – Dr. Wallace gave an update on the 10-year lease/contract which expires June 30, 2021 (lease/contract is being reviewed). No action was taken.
2. Budget Update – Carey Tucker reviewed the shared data and gave an update on the budget. No action was taken.

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

VI. Chair's Report – Mr. Cousins

A. Board Process and Performance Monitoring

B. Board Workshop

C. Reminders:

1. Commencement – Thursday, December 10, 2020 – Two Sessions – 1:00 p.m. and 4:00 p.m.
El Dorado Conference Center – Virtual
Dr. Murders explained the process for the Virtual Commencement. He also extended an invitation to the Board for open video recording sessions at SouthArk to ensure their inclusion/recognition in the ceremony.
2. Statement of Financial Interest form is due by January 31, 2021
(Kathy Modica will send out a reminder in January)

VII. Financial Services Report – Mr. Carey Tucker

A. September Monthly Statements

September 2020 highlights included total unrestricted revenue of \$4,197,776, which is 32.19% of the total budget of \$13,039,021. The Total unrestricted expenses of \$3,455,357, which is 26.5% of the total budget of \$13,039,021. Total revenues over expenditures at September 30, 2020 were \$742,419.23. Total cash and investments at September 30, 2020, were \$6,767,196.39.

B. October Monthly Statements

October 2020 highlights included total unrestricted revenue of \$5,271,238, which is 39.11% of the total budget of \$13,476,376. The Total unrestricted expenses of \$4,406,540, which is 32.7% of the total budget of \$13,476,376. Total revenues over expenditures at October 31, 2020 were \$864,697.54. Total cash and investments at October 31, 2020, were \$7,971,554.68.

C. El Dorado Conference Center Quarterly Financial Report

D. El Dorado Conference Center Quarterly Marketing Report

VIII. President's Report – Dr. Bentley Wallace

A. Administrative Reports – Listed in the packet

B. President's Update

1. Facilities Review – Dr. Wallace stated that the facilities review had begun, and the first walkthrough was on Friday, November 6th of the WHT (The Ben Whitfield Classroom Building). He explained the in-depth walkthrough of the building. Various notes and observations were taken of needed repairs, cleaning and decluttering aesthetics, and safety measures.

2. Solar Project – Dr. Wallace gave an update on The Solar Project. He explained how a committee made up of faculty and staff had been established to review this project. After an extensive review of proposals and potential savings from the project, the committee proposed/recommended that SouthArk not pursue the Solar Project at this particular time.

3. Warren / Bradley County – SouthArk's Warren location is not large enough to accommodate the growth of LPN and Adult Ed Students. Dr. Wallace reported how he has met with the mayor and other officials discussing ways of expanding.

4. Spirit of SouthArk President's Award – This award honors individuals, groups, or organizations who have embraced the ideals of the South Arkansas Community College Mission Statement and the spirit of the college through exemplary accomplishments. On Friday, November 13, 2020, Mr. William R. Howard was awarded the Spirit of SouthArk Award. Mr. Howard has established two endowed SouthArk Scholarships: The William R. and Cacilia Howard Scholarship and The Heritage Plaza and Howard Heritage Plaza Support Fund. Dr. Wallace stated he was honored to recognize Mr. Howard with the award for his continuing support and contributions to SouthArk, students, and the educational success in south Arkansas.

5. Gymnasium Grand Reopening – This event was held on Thursday, October 29, 2020, and went very well, stated Dr. Wallace. Several individuals connected to the Gymnasium in some form were in attendance:

1) Mr. Joffre Long, Former SoutArk Board of Trustees, Chair – Mr. Long expressed how excellent the gym appeared and shared meaningful memories of "The Gym," which was once his High School Gym.
2) Ms. Drebra Fithen, ANCRC - ANCRC (Arkansas Natural and Cultural Resources Council), is a partner agency with Southark and is accountable for so much of the funding in the renovations of SouthArk's three historical buildings:

- The 1940 WPA Gymnasium
- The 1905 Thomas Administration Building
- The McWilliams House

The Gym Grand Reopening was Ms. Fithen's first time visiting SouthArk. After a tour of the campus historical structures, Ms. Fithen communicated how impressed she was with the work/renovations done on the Buildings.

6. CARES Act Funds To Students – Dr. Wallace stated that SouthArk was one of the first two-year colleges in the state to get CARES Funds into student's hands.

- Spring Semester 641 checks were issued to students
- Summer Semester 255 checks were issued to students
- Fall Semester 485 checks were issued to students

7. Enrollment Update – Dr. Wallace reviewed the data for enrollment and the highlights of the Fact Card. Due to the hard work of the business office, the student's services department, and others working together as a team, enrollment for the Fall Semester started 40 days earlier than in the two previous years. This early enrollment produced increased numbers for the Spring 2021 semester, stated Dr. Wallace.

8. HLC Update – SouthArk has a 10-year cycle for comprehensive evaluation and reaffirmation of accreditation visits from the HLC (Higher Learning Commission). As part of that cycle, there are also steps to complete, stated Dr. Wallace. The next step for SouthArk is the four-year review (from 2016). SouthArk is working closely with Dr. Andrew Lootens-White, HLC Liaison, to complete this review.

9. Recent Donations to SouthArk – SouthArk has received several donations within the past weeks:

- Ambulance donated to the college for use as an instructional aid (EMT)
- \$10,000 received from LanXess (to support the Process Tech Program)
- \$25,000 Scholarship received from Brookshires Grocery Company
- \$100,000 received anonymous gift/donation in the form of stocks (100% of this money will go towards scholarships)

IX. Executive Session (if required) - None

X. Announcements – Dr. Kermit Parks announced his upcoming End of Term for the SouthArk Board of Trustees (December 31, 2020)

XI. Adjournment - 4:33 p.m.

Dr. Kermit Parks, Secretary