

**South Arkansas Community College
Board of Trustees Meeting – Minutes
November 19, 2019, 3:45 p.m.
Administration Building Board Room – 309**

Trustees: Steve Cousins, Gary Griffis, Dr. Kermit Parks, Kerri Brown, Jose Covas, Wayne Gibson, Melissa Jerry, Tasha Sinclair

Absent: Crystal Yeager

Staff Present: Vicki Badgley, Benjamin Cagle, Andrew Fielder, Bill Fowler, Caroline Hammond, David Henry, Dr. Barbara Jones, Dr. Tim Kirk, Kathy Modica, Dr. Derek Moore, Dr. Michael Murders, Cynthia Reyna, Mary Kate Sumner, Carey Tucker, Dr Stephanie Tully-Dartez, Heath Waldrop, Brooks Walthall, Lauri Wilson, Ray Winiecki, and Dr. Jim Yates

Others Present: Veronica Creer, Mayor, Rick Jones, Will Clayton, and Caitlan Butler, El Dorado News-Time

- I. Call to Order – Mr. Steve Cousins, Chair, called the meeting to order at 3:45 p.m.
- II. Presentation of Arkansas Challenge Check – ADE Secretary – Johnny Key – ADHE Director – Dr. Maria Markham – introduced by Dr. Jones; and students were recognized for their State of Arkansas awarded Scholarships.
- III. Recognitions and Awards – Dr. Barbara Jones
Recognized the following:
 - Veronda Tatum – Director of Financial Aid, awarded the 2019 Outstanding Service Award by the Arkansas Association of Financial Aid Administrators on October 24th
 - Philip Shackelford - Library Director, received the Emerging Leader Award
 - Sterling Claypoole – Assistant Professor, Psychology, named the “Jr. Officer of the Year” for his unit (Expeditionary Medical Facility Dallas ONE)
 - William O’Brien Clayton – CIT student, was selected for highly competitive Cisco Talent Bridge Dream Team (Accepted a job with Amazon)
 - Southark’s AMTC Project – SouthArk (AMTC project) will represent Arkansas for SWREDA Star of the Southwest Awards (Dr. Barbara Jones)
 - Fall 2019 Student Recognition – (See attachment 1)
- IV. Approval of Regular Meeting Minutes – September 17, 2019 – Parks/Jerry. **Board approved minutes.**
- V. 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. Motion made to accept approval of consent agenda items. Gibson/Brown. **Board Approved.**
 - A. Personnel Report
 - SouthArk new employees:**

• Kimberly Britt	Admn Specialist II-Liberal Arts & Sciences	09/16/2019
• Robert Hanry	Industrial Safety Instructor	09/19/2019
• Kelly Roper	Rad Tech Clinical Coordinator	09/23/2019
• Frank Echavarria	Automotive Instructor	09/25/2019
• Kelsey Jackson	College & Career Coach-PT	10/14/2019
• Melanie Parks	Events Coordinator	10/21/2019
• Zoie Lovejoy	Adult Ed Coordinator	10/28/2019
• Amelia Roberson	Admin Specialist II-Health Science	10/29/2019
• Brooks Walthal	Dean of Workforce & Continuing Education	11/04/2019
 - SouthArk promotions/transfers/organizational changes:** None
 - SouthArk resignations/retirements/terminations:**

Brandi Eller	Financial Aid Specialist	10/03/2019
Patricia Marsh	Admissions Specialist	10/11/2019
Vanessa Williams	Director of Counseling & Disability	10/11/2019
 - 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)

- VI. 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, noted that the committee met on November 7th and reviewed the Audit Report – Yeager/Cousins. **Board Approved.**
 - D. Policy Governance Committee – Mr. Steve Cousins – None
- VII. Chair’s Report – Mr. Steve Cousins
- A. Board Process and Performance Monitoring - None
 - B. Nominating Committee for Officer recommendations (Odd Numbered Year)
 - Dr. Parks suggested to review/discuss terms of officers at the next Board Retreat. **Board Approved.**
 - All current positions recommended to continue – Steve Cousins, Chair; Gary Griffis, Vice Chair; Dr. Kermit Parks, Secretary - **Board Approved.**
 - C. Reminders:
 1. Commencement – Thursday, December 12, 2019 – 6:00 p.m. – El Dorado Conference Center (arrive at 5:30 p.m.)
 2. Statement of Financial Interest form is due by January 31, 2020
 - Kathy Modica will send out a reminder with the link in January
- VIII. Financial Services Report – Mr. Carey Tucker
- A. September Monthly Statements

September 2019 highlights included total unrestricted revenue of \$4,644,945, which is 32.47% of the total budget of \$14,308,825. Total unrestricted expenses of \$3,530,491, which is 24.68% of the total budget of \$14,308,825. Total revenues over expenditures at September 30, 2019 were \$1,114,453. Total cash and investments at September 30, 2019, were \$6,212,734.99.
 - B. October Monthly Statements

October 2019 highlights included total unrestricted revenue of \$5,227,827, which is 36.53% of the total budget of \$14,311,210. Total unrestricted expenses of \$4,668,393, which is 32.62% of the total budget of \$14,311,210. Total revenues over expenditures at October 31, 2019 were \$559,434. Total cash and investments at October 31, 2019, were \$6,888,437.66.
 - C. El Dorado Conference Center Quarterly Marketing Report
 - D. El Dorado Conference Center Quarterly Financial Report
- IX. President’s Report – Dr. Barbara Jones
- A. Administrative Reports – highlights from reports

Vice President for Finance and Administration – Carey Tucker

 - The Grand Reopening for the 1905 Thomas Administration Building is scheduled for Thursday, November 21st.
 - Effective January 1, 2020, Blue Cross/Blue Shield will replace QualChoice as SouthArk’s Third Party Administrators.
 - The public safety office completed installation of Alertus beacons & “Giant Voice” in the Administration Building.
 - APM changes were made to APM 1.04 and 2.28. New APMs were added for 2.51 and 4.14. An e-mail was sent out to inform all employees of the changes (and Trustees).
 - The roof is completed on the Computer Tech Building.
 - Additional security cameras have been deployed throughout the campus.

Vice President for Academic Affairs – Dr. Michael Murders

 - Completed HLC Multi-site visit to review two of the three SouthArk additional sites – MEMS and East Campus.
 - SouthArk participated in 5th Annual Family STEM Night at Smackover-Norphlet School District with over 850 in attendance.
 - Automotive (AST) Program is preparing for its 5-year ASE accreditation visit which is scheduled for February 2020.
 - 24% of fall 2019 courses are online/hybrid courses (spring 2019, 24%).
 - 36% of fall 2019 enrollments are in online/hybrid courses (spring 2019, 35%).

Vice President for Student Services – Dr. Derek Moore

 - SouthArk hosted a College Fair on October 16th (juniors and seniors from area high schools).
 - SouthArk Preview Day was held on October 23rd (43 prospective students attended).
 - Over 300 applications for fall graduation are being processed.
 - Tim Johnson and Alejandra Munoz presented sessions at the recent ACC Conference in Little Rock.

- The men’s first home basketball game was held on November 4th and was ranked 5th nationally for attendance (258) among the 129 NJCAA DII basketball teams.
- Dr. Moore stated that one of the strategies used to boost and track student activity is “Simple Tech Software” where students are texted information such as open enrollment dates; and track information feedback.

Grants

- The Workforce and Continuing Education division was awarded the Susan Harwood Grant to incorporate additional personal protective equipment content into C-STOP. This grant is for one year in the amount of \$112,125.74.

Grant Budgets (for approval)

- Dr. Jones went over the highlights of the proposed budget for the Susan Harwood Grant. (Grant was included in folder). Griffis/Jerry. **Board Approved.**

Institutional Research and Effectiveness – Dr. Stephanie Tully-Dartez

- Completion plays the biggest role in productivity funding. The year to year comparison did not yield funding this cycle. Spikes in completions can be problematic for funding but important to process all student completions.
- The new Fact Card is published on the website and given to the Board.

President’s Highlights

- Met with Industrial Leaders last week - related a proposed “Learn and Earn” model
- AMTC Tour -Steve Sparks/AEDC and new plant manager at Delek, Mike Reed
- Senator Garner –legislative committee meeting held at SouthArk
- Dr. Jones read letter to announce official retirement date (See attachment 2)

B. Legislative Updates

C. SouthArk Lecture Series Update – Dr. Jim Yates - None

D. 1905 Thomas Administration Building Grand Reopening and Dedication – November 21, 2019
1:00 – 2:30 p.m. – remarks at 1:30 p.m.

E. Letter of Retirement to Board of Trustees (See attachment 2)

X. Executive Session – 4:40 p.m. - to accept the retirement letter from Dr. Barbara Jones – Cousins/Covas.
Board Approved.

XI. Announcements

XII. Adjournment – 4:55 p.m.

Dr. Kermit Parks, Secretary

Fall 2019 Student Recognition Ceremony ESL = Exemplary Student Leadership Award, OAS = Outstanding Academic Student Award, OSW = Outstanding Student Worker Award

Tyler Bearden	ESL	Welding
Carrie Blackwell	ESL	Phi Theta Kappa
Kassandra Eggleston	ESL	Process Technology
Teresa Hampton	ESL	Phi Theta Kappa
Michelle Hildreth	ESL	Physical Geology
Heather Johnson	ESL	Phi Theta Kappa
Cynthia Landaverde	ESL	Criminal Justice Club
Crystal Loomis	ESL	Process Tech
Lucas Mason	ESL	Criminal Justice Club
Chance Morris	ESL	Welding: GTAW I
Brittany Orren	ESL	Practical Nursing Program - Warren
Jesse Pittman	ESL	Welding: GTAW I
Brandon Russell	ESL	Criminal Justice Club
Savannah Slaughter	ESL	Kinesiology
Ethan Warren	ESL	Welding: SMAW I
Gary Aaron	OAS	Introduction to Criminal Justice
Charity Anderson	OAS	Anatomy & Physiology II
Logan Boyd	OAS	Introduction to Criminal Justice
Rochon Bradford	OAS	Computerized Accounting
Asia Brown	OAS	Elementary Algebra
Hayden Cater	OAS	Welding: SMAW I
William Clayton	OAS	Computer Information Technology
Kiley Crecelius	OAS	Pediatrics Interventions
Erin Croft	OAS	Composition II
Kaylee Cross	OAS	LPN Program - Warren - Practicum III
Maranda DeFee	OAS	ARNEC LPN-to-RN Program: Nursing Process III
Estefania DeLeon	OAS	Nutrition & Diet
Haley Duncan	OAS	Anatomy & Physiology I
Constance Lynn Enzor	OAS	College Chemistry
Jayden Erickson	OAS	Composition I
Cambry Farrar	OAS	Composition I
Kathryn Graves	OAS	Criminal Evidence and Procedure
Asia Heard	OAS	CPR & First Aid
Kaylee Ingram	OAS	LPN Program - Warren - Pharmacology III
Garrett Jackson	OAS	Welding: GTAW I
Krystal Jackson	OAS	Microbiology
Quiana Jackson	OAS	Math for Health Professionals
Ashley Jenkins	OAS	Math Reasoning
Jimmy Jennings	OAS	Technical Math
Jimmy Jennings	OAS	Fundamentals of Mechatronics
Heather Johnson	OAS	Literature II
Heather Johnson	OAS	Physical Geology
James Lee	OAS	Introduction to Process Tech
Crystal Loomis	OAS	Process Troubleshooting
Crystal Loomis	OAS	Process Tech III: Unit Operations
Crystal Loomis	OAS	Composition II
Sarah Mauser	OAS	LPN Program - Warren - Med Surg II
Hannah McCallister	OAS	Personal and Community Health
Hannah McCallister	OAS	Introduction to Criminal Justice
Alexis Moore	OAS	Elementary Algebra
Bonnie Moore	OAS	LPN - Evening Program
Joseph Myers	OAS	Elementary Algebra
Ian Olmsted	OAS	College Algebra
Keeley Quarles	OAS	Imaging Modalities
Corey Pate	OAS	Engine Repair
Addison Preston	OAS	Math for Health Professionals
Aaron Raley	OAS	Arkansas Criminal Law
Alisha Reynolds	OAS	Math for Health Professionals
Keri Reynolds	OAS	Introduction to Statistics
Robin Rhodes	OAS	Geriatrics & OT Intervention
Henley Risinger	OAS	Business Statistic
Airam Sanchez	OAS	Macroeconomic Principles
Bashar Sharhan	OAS	Criminal Evidence and Procedure
Venaleeann Sloan	OAS	Fundamentals of Biology
Allison Snider	OAS	Kinesiology
Ana Mariella Tapia	OAS	Principles of Pharmacology and Anesthesia
Christopher Taylor	OAS	Principles of Accounting II
Rachel Tribble	OAS	Special Procedures
Justin Vansickle	OAS	Principles of Accounting I
Alyssa Wynn	OAS	Mental Health/OT Intervention
Crystal Loomis	OSW	Natural Sciences - Chemistry/Microbiology Lab Assistant
Savanna Morgan	OSW	SouthArk Foundation

South Arkansas Community College

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Dear Board of Trustees and SouthArk family

After 10 rewarding and professionally stimulating years serving as president of South Arkansas Community College (SouthArk), I will be retiring effective January 31, 2020. Last spring, I informed the Board that I would be retiring, but promised I would complete the reconstruction and renovation projects in progress and enable and support the search for and smooth transition to a new president. With the presidential search making good progress, it appears that a new president should be in place by February or March. This was a difficult decision for me, because South Arkansas Community College and El Dorado have been home, and I care deeply about the college, our students, our employees, and the region we serve.

I contemplated the most appropriate time for my retirement and for a presidential transition considering the college's major projects and activities being implemented or in development. This seemed to be the best time for the college, my family, and me. Major facility construction and renovation projects are complete or renovation plans are set in motion. Financially, the institution is stable and operating within its planned and projected budget. We have an excellent strategic plan in place, Transformational Journey 2017-2022, which will direct and guide the college until 2022. The SouthArk Foundation also has a solid strategic plan, which will guide the new president and the organization in the upcoming years. Major college student success and support initiatives are part of the Strategic Plan and the Guided Pathway project, which has gained much momentum to support student success. The Higher Learning Commission (HLC) 10-year accreditation was achieved in 2016, and a team is already in place preparing the HLC 4-year Assurance Argument for submission to HLC in summer of 2021. These plans will allow for continuity during the transition and allow the new president to listen and learn about the college, students, and community needs, and then take the college to its next stage of development.

During these past ten years, we have worked together as a team to significantly strengthen SouthArk in so many ways. We have worked collaboratively with area industry, healthcare, governmental, and community leaders to expand and develop credit and non-credit curriculum and training and to secure financial and equipment resources for these programs. As a result, El Dorado was selected twice as recipient of the Arkansas Business City of Distinction Award for Workforce Development. In addition, the college's Advanced Manufacturing Training Center project was recently selected to represent Arkansas planning and development districts for the SWREDA Star of the Southwest Award.

The development and implementation of two strategic plans have helped me to lead and guide the institution to grow and advance, as we focused most importantly on students and improving their success and engagement. We have enhanced and expanded workforce development, employee benefits and professional and leadership development, the college learning and working environment, and service in the community. We have increased safety and security efforts on all campuses. The college has expanded distance learning opportunities for students and made upgrades to both the instructional and institutional technology infrastructure.

We have improved the student advising/coaching, created student gathering and study spaces, added athletics, and increased the number of student organizations and activities to increase student engagement opportunities.

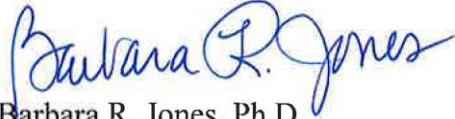
A vision for excellence and fully implemented strategic plans have led to new or enhanced academic programs, institutional and programmatic accreditations, improved student success to include increased retention, graduation, and transfer rates using course, program, and institutional-level assessments and data-based decision making. Over the past ten years, graduation rates have improved by 16 percent and remedial success rates have doubled. External funding has

increased leading to more scholarships, support for building projects, new programs and equipment, professional development, and ultimately, to more graduates prepared for the workforce.

The college teams have planned, secured, and administered grants exceeding \$24 million. And, more than \$40 million in college facilities construction and improvements have been completed, to include building renovations, a health science building, a one-stop student service area, an Advanced Manufacturing Training Center, the Heritage Plaza green space, parking areas, land acquisitions, and grounds improvements on both east and west campuses have occurred during this time. I am so proud to highlight, when faced with the challenges of a fire and subsequent extensive water damage to the Administration Building, our leadership team stepped up to accomplish all the regular college duties in addition to the innumerable meetings, decisions, and duties required for the emergency response, business continuity, relocation, mitigation, design and construction, procurement, accounting, and restoration of the facility. We all worked together to accomplish each challenge placed before us. The restored facility is a testament to all involved in saving and restoring the historic and iconic structure for future generations.

It has been a wonderful and transformational journey for me at SouthArk and South Arkansas. I have much gratitude for the Boards of Trustees over the years, who have been partners with me in this higher educational enterprise. I thank you for your encouragement, professionalism, insight, and your support. It has been my great pleasure and fortune to work with so many dedicated, loyal, and committed faculty and staff who have a passion for our students and the mission of SouthArk and of community colleges. As I have told them on numerous occasions, we are in the business of changing lives — every day. I am grateful for the strong relationships with the many community and governmental leaders, businesses and industries, individuals, and alumni who support SouthArk's educational and workforce programs through their donations of time, expertise, and funds. They make a difference in the college, our students, and in our great community. And finally, I am encouraged and inspired by the many students we have served and by the dedicated South Ark faculty and staff who are committed to their success. It has been an honor and a privilege working with and for you.

With much appreciation,



Barbara R. Jones, Ph.D.

President

Attachment 2

Board Minutes November 19, 2019