

Board of Trustees
Regular Quarterly Meeting
Thursday, March 11, 2010
4:30 p.m.

Attendees: Chair Ben Cooper, Vice Chair Dennis Wiles, Bonnie Wyatt, Bob Evins, Barbara Perryman, Larry Sullivan, Paul Weaver, Dr. Richard Dawe, Dr. Mike DeLong, Ron Helm, Tina Wheelis, Karla Rush, Joan Stirling, Scott Pinkston, Michael Orf, Holly Ayers, Kathryn Langston, Ruby Johnson, Gin Brown, James Spurlock, Nancy Dust

Chair Cooper called the meeting to order at 4:30 p.m.

Correction to the minutes: Mr. Sullivan and Mr. Evins asked for clarification of the Sick Leave Policy (Action Item B) approval from December 17, 2009. In the previous meeting the Board approved the eligibility of the non-classified staff for the Sick Leave sell back policy. They also asked for the policy to be brought back with a definition of retirement as it relates to the Sick Leave policy.

Dennis Wiles made a motion to accept the minutes from the regular quarterly Board meeting on December 17, 2009 with the stated corrections. Barbara Perryman seconded the motion. The motion was unanimously approved.

Board Committee Reports

Dr. Dawe reported on the first meeting of the Academic Affairs Committee. He asked that one of the committee members address the Board concerning the meeting. Paul Weaver noted that the Academic Affairs Committee met on Wednesday, March 10, 2010 at 3:00 p.m. to discuss the proposed new programs of study that are presented in the Board Book. The four programs were discussed at length with the Academic Affairs division. It was unanimously agreed by the committee to ask the Board for approval to move forward with these programs of study.

Action Items B-1 through 4 were addressed at this time.

Dr. Dawe discussed the four new program options and the process for approval from the College's Curriculum and Faculty Council committees. The Diesel Technology and Corrections programs still need to go through committees before we ask for formal board adoption. The Diesel Technology program may require some additional funding and space. The funding will be considered during the approval process and the space could be alleviated by several options, one being the use of vacant buildings at the Melbourne elementary school.

There was discussion about the proposed programs.

Paul Weaver made a motion to approve the development of the proposed programs of study:

- Certificate of Proficiency in Banking and Finance
- Technical Certificate and an Associate of Applied Science in Diesel Technology
- Certificate of Proficiency in Medical Office Administration
- Certificate of Proficiency and Associate of Applied Science in Corrections.

Dennis Wiles seconded the motion. The motion was unanimously approved.

Action Items:

A. Dennis Wiles made a motion to amend Board Policy 2.52 which allows employees to sell back unused sick leave upon retirement as defined per the policy presented. Bob Evins seconded the motion. The motion was unanimously approved.

Changes to the policy:

For purposes of compensation for unused sick leave upon retirement from the College, retirement shall be determined by meeting either of the following criteria:

1. *Employee is leaving Ozarka College employment at the age of 55 years or above AND the employee's actual age plus the actual number of years of service to Ozarka College at the time of retirement combine to a total of 75 or more.*

OR

2. *Employee is leaving Ozarka College employment after completing a minimum of 20 years of service to the College.*

C. Larry Sullivan made a motion to approve the Ozarka College Mission, Vision and Values statement as revised. Barbara Perryman seconded the motion. The motion was unanimously approved. (Revised copy attached).

D-1. Barbara Perryman made a motion to approve new hires to fill open positions as listed below. Bonnie Wyatt seconded the motion. The motion was unanimously approved.

- John Petersen to the position of Career Coach (Sharp County) effective January 4, 2010.
- Lori Sullivan to the position of Career Coach (Stone County) effective January 4, 2010.

Salary listed is one half of the yearly salary.

D-2. Bob Evins made a motion to reappoint all current administration, faculty, and classified staff for the 2010-2011 year. Paul Weaver seconded the motion. The motion was unanimously approved.

E. Tina Wheelis presented the year-to-date budget and explained the affect the budget cuts, program funding, and financial aid has had on the budget. Bob Evins made a motion to approve the year-to-date financial report. Barbara Perryman seconded the motion. The motion was unanimously approved.

Items for Discussion

John E. Miller Building roof repair status

The contract with the contractor for the John E. Miller building room repair project will be signed on Wednesday, March 17, 2010. We plan to start construction soon but will discuss a timeline with the contractor to avoid issues during Graduation.

The project bids are under budget. The remainder of the funds can be used for other projects that were listed as possibilities including insulation, ceiling tiles and energy efficiencies in other buildings.

Mountain View Building update

Dr. Dawe provided a PowerPoint display of the layout and Architectural rendering of the plans for the Mountain View site. He gave a detailed explanation of the floor plan and the proposed uses.

There was discussion about the building plans, glass walls, insurance differences, and the yet unfunded amphitheatre.

Dr. Dawe also provided a draft of the capital campaign brochure that has been prepared for the MV project.

Spring Gala

Dr. Dawe reminded everyone of the Spring Gala that will be held on Thursday, April 1, 2010 at the John E. Miller Building Lobby. Culinary Arts will prepare dinner and there will be a live auction. This year we have requested Corporate Table sponsors at \$750 per table. We currently have four corporate sponsors, one of which is from Bob Evins and Liberty Bank.

Commencement speaker

Jason Wiles, Ph.D., will be the Commencement speaker for the May 2010 Graduation ceremony. Dr. Wiles is a former Ozarka student, holds a Ph.D. in Biology and is a Professor at Syracuse University.

May Board Planning Meeting

The May 20, 2010 Board meeting will be a combination planning meeting and regular quarterly meeting.

The revised Mission, Vision, and Values statements serve as the foundation for long term planning. We will use the Mission, Vision, and Values statements to determine where we are now and where we want to be 5 to 10 years from now. We will identify the strategic goals that are most important to the College, and then the administration, staff and faculty will identify what we need to do to get there. Joan Stirling will lead this process.

The meeting plan is in progress and is tentatively slated to start around 8:30 – 9:00 and end around 2:30 – 3:00.

We will provide a breakfast bar and have a working lunch.

The President's annual review will be conducted at this time as well.

Funding Issues and the Lottery Scholarship

Arkansas two-year colleges are not fully funded from the state. Enrollment increases are good but they are a problem in that the more you grow the more you must do with the funding you have. This often leads to gapped position, increased student to faculty ratio, deferred maintenance, etc.

The Lottery Scholarship is good in that it provides additional resources to the students and families that may be supporting the students. This will provide more disposable income for those families. The colleges and universities do not receive any direct funds from the lottery scholarship.

Area Reports

Academic Affairs – Dr. Mike DeLong

- Academic Affairs is continuing to expand programs.

- We will begin the night and weekend LPN Program in the fall at the Melbourne campus.
- Developmental program is being revamped to help students be more successful.
- We are looking for new ways to increase diversity exposure for our students.
 - One particular example of this exposure is the Skype connection that was held at Mountain View with Mr. Van Orman's Cultural Anthropology class. The connection was with Gorno Altaysk State University at Altay Republic, Russian Federation in Siberia. This was a cultural exchange opportunity that was very successful. Their director would like to formalize a partnership.

Student Services – Ron Helm

- Three categories of the Lottery Scholarship:
 - traditional students
 - current achievers
 - nontraditional students
- Between the Lottery Scholarship and the Career Coaches we hope to gain enrollment of students that normally would not attend college.
- Career Coaches are working to advance career goals, not just get students in college. They are administering the KUDER interest inventory. These efforts should help students make their career decisions earlier.

Finance and Human Resources – Tina Wheelis

- Auditors coming in June for 2009 audit.
- Budget process has begun, 1st draft completed, analyzing different scenarios.
- Human Resources
 - A TRiO Transfer Specialist, Paige Holloway, has been selected and will begin work on Monday.

Advancement – Karla Rush

- New billboards are out
- Working with Ron Helm and Student Services to produce new recruitment materials.
- Making efforts to connect with our Alumni. A contact mailer will be sent out soon.
- Using social media to connect with our students: Facebook and Twitter
- Updating the database system used for the Foundation.
- If you think of anyone that might be interested in an eight month long Adult Leadership program through NCARED please refer them to Karla.

Planning and Institutional Research – Joan Stirling

- Yearly planning for 2010-2011 is in progress and was based on information obtained from the SWOT analysis.
- The Self-Study is a body of five criteria.
- Criterion 1 and 2 have been revised and reviewed and are currently being revised again.
- Criterion 3 will be discussed in a Steering Committee meeting on March 12.
- Criterion 4 and 5 will follow.

- We are involved in a consortium with ASUMH. It is a planning grant from the Rockefeller Foundation. The grant allows us to look at poverty levels of seven counties. At the end of the study we will make recommendations of how to eliminate some of the poverty.

Information Systems – Scott Pinkston

- The initial security cameras had a 14 day report capacity. They have been upgraded to a 75 day report capacity.
- ARE-ON - Arkansas Research and Education Optical Network
 - This is the state's network (internet 2) that provides a high-speed backbone that connects all four-year schools. There is some movement to get all 22 of the two-year colleges connected. They are asking for a 20 percent match commitment which at this time is undefined. In-kind matches are being considered for the grant, so Scott will continue to attend the meetings and report back with details.
 - Capabilities of ARE-ON – Currently every 18 months we increase our connection, ARE-ON will give us room to grow for 10-15 years instead of 18 months at a time.
 - Our service costs (\$4,000-5,000 per month) would go away if we were connected to this network.
 - This is for the main campus only, however, Ash Flat and Mountain View would benefit through the Melbourne campus connection.

Executive Session

Barbara Perryman made a motion to adjourn to executive session to discuss personnel issues.

Dennis Wiles seconded the motion. The motion was unanimously approved.

The Board of Trustees adjourned to executive session at 6:12 p.m.

Chair Cooper called the Board of Trustees meeting back to order from the executive session at 6:32 p.m.

No action needed from the Executive Session.

Dennis Wiles made a motion to adjourn the meeting. Bob Evins seconded the motion. The motion was unanimously approved.

Meeting adjourned at 6:34 p.m.

Submitted by Nancy Dust

Mission, Vision & Values

Mission

Ozarka College provides life-changing experiences through education.

Vision

Ozarka College will be the educational resource of choice in our community providing a quality, learning-centered environment that is innovative responsive, adaptive, and caring.

Values

Our values are the principles, standards, and ideals that form the foundation of our actions. They are the things to which we, as a community of educators, ascribe worth. Our values reveal what we strive for and give us our identity as a college.

- **Learning**
Ozarka College values learning and scholarship for our students, our employees, and the community. We value personal growth and provide access to diverse learning experiences in a technological, supportive environment so that our students can achieve their educational goals. We seek to continuously learn as an organization, promote life-long learning, and be responsive to our changing environment.
- **Caring**
Ozarka College values people and ideas. We respect the dignity and potential of each individual, expressed through fairness, responsiveness, and just treatment for all. We value individual diversity and recognize the unique contributions of all individuals. We promote open and respectful communications and the free exchange of thoughts and ideas.
- **Quality**
Ozarka College strives for excellence and integrity in all we do. We are committed to provide a quality, educational environment, being innovative in our course and program offerings, and maintaining quality in all aspects of our work. We continuously assess to determine avenues for improvement.
- **Community**
Ozarka College values community – both the community we serve and the community we create within. As students, faculty, and staff, we have a responsibility to our community that is expressed through involvement. We actively pursue collaborative partnerships with the community, providing cultural learning opportunities, business outreach, and facilities usage. We value our college community and encourage engagement through participation, collaboration, and communication.