

**South Arkansas Community College
Board of Trustees Meeting
Minutes
VIA Tele-Conference
May 19, 2020 – 3:30 p.m.**

TELE-CONFERENCE INSTRUCTIONS: 1-312-626-6799 MEETING ID: 948 9565 9602

Trustees On Tele-Conference: Steve Cousins, Chair, Gary Griffis, Vice Chair, Dr. Kermit Parks, Secretary, Kerri Brown, José Covas, Wayne Gibson, Melissa Jerry, Tasha Sinclair, Crystal Yeager

Staff on Tele-Conference: Dr. Bentley Wallace, Dr. Derek Moore, Dr. Michael Murders, Carey Tucker, Dr. Stephanie Tully-Dartez, Dr Tim Kirk, Kathy Modica, and other assorted Faculty and Staff

Others Present: Caitlan Butler, El Dorado News Times

- I. Call to Order – Mr. Steve Cousins, Chair – called the meeting to order at 3:30 p.m.
- II. Recognition and Awards – Dr. Bentley Wallace – recognized the following:

2020 Arkansas Phi Beta Lambda Winners

Event	Student	Place
Accounting Principles	Justin Vansickle	2
Accounting Principles	BriAnne Ruiz	3
Business Communication	Cynthia Landaverde	1
Business Communication	Leticia Perez	5
Chapter Theme: Multimedia Display	Cambry Farrar / Kenlee Hill	2
Client Service	Justin Vansickle	1
Computer Animation	Airam Sanchez	1
Computer Applications	Leticia Perez	3
Computer Applications	Ashley Holt	4
Computer Concepts	Lucas Burns	2
Contemporary Sports Issues	Christian Evans	4
Cyber Security	Brett Carter	2
Cyber Security	Alyssa Jenkins	3
Cyber Security	Chavez Curley	4
Desktop Publishing	Estephany Roman / Andrew Roberts	2
Entrepreneurship Concepts	Cary Carter	3
Gold Chapter	Donna Hendricks	2
Information Management	Will Clayton	1
Information Management	Alyssa Jenkins	4
Local Chapter Annual Business Report	Ashley Holt / Cambry Farrar / Kenlee Hill	2
Networking Concepts	Brett Carter	1
Networking Concepts	Chavez Curley	3
Project Management	Cary Carter	3
Retail Management	Cynthia Landaverde	2
Sales Presentation	Dean Bright	1
Spreadsheet Applications - 2 Year Schools	Eric Gonzalez	1
Web Site Design	Lucas Burns / Dean Bright	1
Who's Who in PBL	Andrew Roberts	3

- **SouthArk Outstanding Employees**
 Outstanding Classified Employee Jayna Winiecki
 Outstanding Professional Employee Ann Southall
- **SouthArk Outstanding Faculty**
 Arts & Science Linda Bates
 CTE (Career and Technical Education) Karsten Tidwell
 HSC (Health Science Center) Mandi Haynes
- **SouthArk Overall Outstanding Faculty Member of the Year for 2019-2020**
 Linda Bates
- **G. Thomas Baumgardner Students' Choice Award 2020**
 Scott Larkin
 Christy Wilson
- **SouthArk Lead Class V**
 Gary Hall
 Kathy Modica
 Alejandra Munoz
 Mary Kate Sumner
- **ACC Leadership Recognition**
 Christy Wilson
- **Union County Leadership Recognition**
 Dr. Michael Murders
- **Five (5) Year Career Service Recognition**
 Corina Hammonds
 David Smith
- **Ten (10) Year Career Service Recognition**
 Jim Roomsburg
- **Twenty (20) Year Career Service Recognition**
 Ann Southall
- **Thirty (30) Year Career Service Recognition**
 Nancy Whitmore
- **Forty-five (45) Year Career Service Recognition**
 Dr. Carolyn Langston
- **Retiree Recognition**
 Donna Hendricks
- **Carey Tucker, VPFA**, was named the 2020 Arkansas Phi Beta Lambda Business Person of the Year.

III. Approval of Regular Meeting Minutes – April 7, 2020 – Parks/Jerry. **Board Approved Minutes.**

IV. Approval of Special Called Board Meeting – May 6, 2020 – Parks/Gibson. **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. Dr. Wallace made a motion for item G (Approval of Annual Operating Budget) to be removed from the Consent Agenda, and be placed under the Budget and Finance Committee Report. Jerry/Covas. **Board Approved.**

A. Personnel Report

SouthArk new employees:

John Dodson	Skilled Tradesman	03/23/2020
Kaneshia Evans	College & Career Coach	03/30/2020
Arlando Wilson	College & Career Coach- Chicot County	05/18/2020

SouthArk promotions/transfers/organizational changes: **None**

SouthArk resignations/retirements/terminations:

Donna Hendricks	Coordinator/Instructor FIT Grant	05/31/2020
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B. Monitoring Reports

- Policy # 4 - Financial Planning/Budgeting
- Policy # 5 - Financial Condition and Activities
- Policy #7 - Asset Protection
- Policy # -8 Compensation and Benefits
- Policy # 23 ENDS 4 - Campus Culture
- Policy # 23 ENDS 1 - Mission Statement

C. Validate Mission Statement

D. Approval of Provisional Positions

E. Approval of 2020-2021 Holiday and Vacation Schedule

F. Notification of Update Administrative Procedures Manual (APM)

G. Approval of Annual Operating Budget – To be placed in the Board Committee Reports under the Budget and Finance Committee Report. **Board Approved.**

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 – Committee met on May 19, 2020 at 3:00 p.m. – Approval of Annual Operating Budget/Tuition and Fees – Dr. Wallace presented a detailed proposed budget for the Fiscal 2021 year in which he explained the Total Educational and General Revenue, The Total Auxiliary Enterprise Expense, and the Total Educational and General Expense. **Board Approved.**

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

E. Nominating Committee – Ms. Melissa Jerry - None

VII. Chair's Report – Dr. Wallace stated as of May 19, 2020, 4 of the 9 Board Members had participated in the Performance Review and encouraged others to complete the review.

A. Board Process and Performance Monitoring – Mr. Cousins stated that the Board has had no difficulties with electronic meetings

B. Board Evaluation of own performance reviewed

C. Presidential Contract Review – Dr. Wallace will be submitting his review in July (mid-summer)

D. Presidential Evaluation – Will be included in one of the Board Workshops.

E. Graduation – Speaker – Veronica Creer, Mayor, Virtual Commencement – May 21, 2020

F. Board Retreat – A condensed Virtual Board Retreat will be held in July- Parks/Covas. **Board Approved.**

VIII. Financial Services Report – Mr. Carey Tucker reported a loss of \$471,671.15 in State Funding

A. March Monthly Statements

March 2020 highlights included total unrestricted revenue of \$10,707,164, which is 78.32% of the total budget of \$13,670,531. Total unrestricted expenses of \$10,068,990, which is 73.65% of the total budget of

13,670,531. Total revenues over expenditures at March 31, 2020 were \$638,174. Total cash and investments at March 31, 2020, were \$7,071,033.

B. April Monthly Statements

April 2020 highlights included total unrestricted revenue of \$11,407,489, which is 83.45% of the total budget of \$13,670,531. Total unrestricted expenses of \$10,874,299, which is 79.55% of the total budget of \$13,670,531. Total revenues over expenditures at April 30, 2020 were \$533,170. Total cash and investments at April 30, 2020, were \$7,473,852.

Dr. Kermit Parks suggested minor edits for the May Board Packet - Memorandum Report - submitted by Mr. Carey Tucker, VPFA.

(Paragraph I-Physical Plant – bulleted list 1,2,3)

IX.. President's Report

Dr. Wallace gave a report on the “new reality” SouthArk is now faced with due to COVID-19. He stated how well and how hard the Leadership Team, Faculty, Staff, and Students have handled the situation. He thanked all Faculty and the Leadership Team for working together making sure students have had everything required or needed for their continued success and safety.

Dr. Wallace also reported how employees are spending a portion of each week working from home adhering to a remote working policy which is monitored and tracked. He stated employees have been creative and resilient in making sure the work of the college has continued to go on, and how everyone has proven capable of adapting to the ever-shifting conditions. Dr. Wallace thanked everyone for his or her hard work and dedication to SouthArk.

X. Executive Session (if required) - None

XI. Announcements - None

XII. Adjournment – 3.47 p.m.

Dr. Kermit Parks, Secretary