

**South Arkansas Community College  
Board of Trustees Meeting – Minutes  
February 21, 2017 3:45 p.m., Administration Building Board Room**

**Trustees present:** Kerri Brown, Steve Cousins, Veronica Creer, Melissa Jerry, Dr. Kermit Parks, and Tasha Sinclair

**Absent:** Patty Cardin, Gary Griffis, and Charlie Thomas

**Staff present:** Vicki Badgley, Barry Bagwell, Dr. Mickey Best, Dr. Jim Bullock, Caroline Hammond, David Henry, Sherry Howard, Dr. Barbara Jones, Susan Jordan, Dr. Tim Kirk, Robert Norman, Cynthia Reyna, Philip Shackelford, Justin Small, Ann Southall, Carey Tucker, Dr. Stephanie Tully-Dartez, Heath Waldrop, Christy Wilson, Ray Winiecki and Dr. Jim Yates

**Others present:** Brittany Williams (El Dorado News-Times)

- I. Call to Order – Mr. Steve Cousins, chair, called the meeting to order at 3:47 p.m.
- II. Recognitions and Awards – Dr. Barbara Jones recognized the SouthArk Foundation for receiving the following Arkansas Festivals and Events Annual Awards at the State Competition:
  - A. **1<sup>st</sup> place Gold** – Social Media Campaign
    - Significance: excellence in using SouthArk Foundation Facebook page to market the Expo to over 50,000 readers; this was done with minimal cost, using funds from the El Dorado Advertising and Promotion Commission grant for Expo; recognized for creative and consistent FB posts with photos and activities
  - B. **3<sup>rd</sup> place Bronze**
    - Souvenir (5k Hero Run t-shirt)Also Dr. Jim Yates is participating in the Union County Leadership Class.
- III. College Reports
  - A. Assessment Report – General Education Outcomes was presented by Dr. Mickey Best.
  - B. New Productivity Funding Model was presented by Dr. Jones and Dr. Tully-Dartez.
- IV. Approval of Regular Meeting Minutes – January 24, 2017 – Board approved as presented.
- V. Approval of Consent Agenda – Mr. Cousins
  - A. Personnel Report was presented by Dr. Jones.

**SouthArk new employees:**

Cleanthia Willis	Administrative Specialist I – Adult Education	January 30, 2017
Tracy Yacobellis	Student Advising Coach – Health Natural Sciences	January 30, 2017

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

**SouthArk resignations/retirements/terminations/contract non-renewals:**

Kristie Morgan	Fiscal Support Specialist – Bookstore	February 10, 2017
Bryce Faulkner	Administrative Analyst	February 21, 2017
Tiffany Trefry	Library Technician	February 28, 2017
  - B. Recommendation from the Foundation Board of Directors to ratify Joey Hamlin, Great Lakes Site Manager, and Robert Hanry, Conifex, Plant Manager, as new Foundation board members. Sinclair/Jerry. Board approved.
- VI. Board Committee Reports
  - A. Real Estate/Facilities Committee – Mr. Charlie Thomas – no report
  - B. Personnel/Planning Committee – Mr. Gary Griffis – no report
  - C. Budget/Finance Committee – Vacant – no report
  - D. Policy Governance Committee – Mr. Steve Cousins/Ms. Creer – no report
- VII. Chair’s Report – Mr. Cousins
  - A. Committee Assignments – Mr. Cousins made the following committee assignments:
    - Melissa Jerry to Budget and Finance Committee
    - Kerri Brown to Real Estate and Facilities Committee
    - Dr. Kermit Parks was moved to the Personnel and Planning Committee.
  - B. Board Process and Performance Monitoring
  - C. ACCT Legislative Congress Update – Dr. Kermit Parks reported
- VIII. Financial Services Report – Mr. Carey Tucker presented:

A. January Monthly Statements

January 2017 highlights included total unrestricted revenue of \$9,304,452, which is 65.87% of the total budget of \$14,125,436. Total unrestricted expenses of \$7,214,766, which is 51.08% of the total budget of \$14,125,436. Total revenues over expenditures at January 31, 2017 were \$576,317. Total cash and investments at January 31, 2017, were \$7,943,499.

B. El Dorado Conference Center Financial/Marketing Reports were presented by Mr. Tucker and Barry Bagwell, director.

IX. President's Report – Dr. Barbara Jones

A. Administrative Reports

Vice President for Finance and Administration – Mr. Carey Tucker

1. Physical Plant

- Johnson Controls continues the work on the performance contract. West campus buildings are approximately 90% complete with interior lighting.
- AMTC pre-bid conference will be held on February 22 and the sealed bids will be opened March 2 at 2 p.m. on the east campus.
- ERC began working on Phase 2 of the McWilliams house February 6 and are scheduled to be completed by the end of May.

Vice President for Learning – Dr. Mickey Best:

1. **Career & Technical Education:**

- SouthArk's second Weldathon will be held on March 16<sup>th</sup> at the East Campus

2. **Distance Learning:**

- Unique Blackboard logins last month: 1,314 logins by students.
- Average page views per day on Blackboard last month: 31,129 page views.

3. **Health & Natural Sciences:**

- Respiratory Therapy program accreditation visit is scheduled for February 27-28.
- OTA: A new "2+2" arrangement has been established with the University of Louisiana at Monroe for OTA to B.S. in Healthcare Management

4. **Liberal Arts:**

- Dr. James Yates attended the Winter Policy Conference on Guided Pathways held on January 24-25 in Seattle, WA.

5. **Library:**

- SouthArk Library finalized a partnership with Lincoln Center Local to offer free concert screenings to SouthArk and the community. Several screenings have been scheduled or taken place, including *Afropunk* on February 13, *Romeo and Juliet* on February 16, the *Heritage Blues Trio* on February 21, and *Rebecca Naomi Jones* on February 28.
- On Thursday, February 2, 2017 personnel from the Arkansas State Library visited to brief Library Director Philip Shackelford on the State Documents Repository program.
- Virtual gate count (website and Facebook): 6,612.

#### Vice President for Student Services – Dr. Jim Bullock

1. The various coaches at SouthArk and in the participating secondary schools in Union, Bradley, and Chicot Counties collectively engaged over 2200 students during the month.
2. Tim Johnson, SouthArk's transfer advisor, reports that the number of secondary students enrolled in concurrent courses for Fall 2016 was 229, an all-time high for SouthArk, as compared, for example, to 159 in 2013.
3. Ray Winiecki, Dean of Career and Technical Education, reports a similar spike in numbers of students enrolled in the Secondary Technical Center with 189 in Fall 2016.
4. Through an innovation Mini-Grant from the SouthArk Foundation, the Smart on Math project is geared to increase the number of students who complete elementary algebra during the Spring 2017 semester. The project, in part, presents success goals to students in elementary algebra courses and then monitors goal progress with a view toward improved retention and success.
5. The Title IX Coordinator facilitated ongoing training for a team of six SouthArk employees, who are responsible for conducting investigations in cases of alleged Title IX-covered misconduct. In addition, the Title IX coordinator provides ongoing training about Title IX issues for all students and employees of the college in compliance with federal law.
6. The Office of Student Success has implemented and maintains an interactive platform called College Central Network (CCN) in order to connect students with area employers and job opportunities. To date, CCN has registered 121 students, 63 employers, and 21 alumni. In addition, seven individuals, all in house, have registered as mentors, and the process technology program is using CCN's experiential learning manager to manage internships.

#### Chief Information Officer – Dr. Tim Kirk

1. **Enterprise Resource Planning (ERP) upgrade**
  - Training for OIT staff on creating custom forms and work flows on the myCampus portal scheduled for March.
  - Planning for Retention Module implementation initiated with Jenzabar – project manager assigned. This is the final phase of the ERP implementation project.
2. **Network Upgrades**

OIT staff are working with Juniper engineers to implement an advanced integrated intrusion prevention system (IPS) as well as traffic filters based upon country of origin in our network firewall. Sophos and Malwarebytes were consoles updated to new release – systems were configured to check for updated virus/malware signatures every 10 minutes.

#### Chief Institutional Effectiveness & Advancement Officer – Dr. Stephanie Tully-Dartez

1. **Corporate Education**
  - For the month of January, Corporate Education trained approximately 180 employees.
  - There were a total of eight CPT completers. Five have found work, and two are interviewing with industry partners. MSSC CPT certifications breakdown since August 2016: Safety – 17, Quality Practices – 9, Manufacturing Processes – 8, Maintenance Awareness – 8 = Total of 42 certifications
  - New condensed CPT class will begin February 20<sup>th</sup>. Students will meet seven hours per day for four weeks.
2. **Business and Community Education**
  - The second AARP Foundation Work for Yourself@50+ workshop was conducted in February with 17 individuals participating in the workshop.
  - The second Certified Kitchen Cook session began with 7 students.
3. **ACAP**
  - Three current and three alumni ACAP students participated in the South Arkansas Arts Center's (The Penguin Project) play Aladdin, Jr.
4. **Adult Education**
  - Adult Education is currently undergoing its annual audit.
5. Strategic Planning is scheduled for Board of Trustees on April 6<sup>th</sup>, 12-1:30 p.m.

Director of Foundation and External Funding – Cynthia Reyna

1. **Events – Save the Date**

- Annual Donor/Scholar Luncheon is scheduled for April 20, at noon, conference center.
- Outdoor Expo – Saturday, September 9.

2. **Scholarships**

- Committee is in the process of awarding scholarships. Approximately \$40,000 is available for the 2017-2018 academic year.

3. **Grants**

- Phase III of the Arkansas Natural and Cultural Resources Council (ANCRC) Grant for the W.F. and Estelle McWilliams House application for further renovation and restoration of the house and property will be submitted in March.

B. **Legislative Updates**

1. Guns on Campus
2. Arkansas Futures Scholarship Program
3. Productivity Funding Model
4. Workforce Development Centers

C. **Lecture Series Update** – Dr. Jim Yates reported that Tim Ernst will be the speaker on March 9, 2017 at 7:00 p.m. Mr. Ernst is a long-time outdoorsman, hiker and is Arkansas' Wilderness Photographer.

X. **Announcements**

XI. **Executive Session (if required) – none**

XII. **Adjournment – 5:10 p.m.**

Patty Cardin, Secretary