

Board of Trustees Meeting Minutes
April 18, 2017
Administration Building Board Room

Trustees present: Kerri Brown, Steve Cousins, José Covas, Veronica Creer, Gary Griffis, Melissa Jerry, and Dr. Kermit Parks

Via phone: Patty Cardin and Tasha Sinclair

Staff present: Dr. Mickey Best, Dr. Jim Bullock, Bill Fowler, Caroline Hammond, Donna Hendricks, David Henry, Sherry Howard, Dean Inman, Dr. Barbara Jones, Susan Jordan, Dr. Tim Kirk, Robert Norman, Cynthia Reyna, Philip Shackelford, Justin Small, Ann Southall, Carey Tucker, Dr. Stephanie Tully-Dartez, James Virden, Heath Waldrop, Ray Winiecki, and Dr. Jim Yates

Students present: Clay Beck, Carrie Blackwell, Richard Dunlap, Jeremy Ezell, Marcus Ford, Jessica Honeycutt, Cynthia Landaverde, Steven Matlock, Adriana Serrano, Jacob Wallace and Christopher White

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

- I. Call to Order – Mr. Steve Cousins, chair, called the meeting to order at 3:48 p.m. He introduced and welcomed new trustee José Covas.
- II. Recognitions and Awards – Dr. Jones recognized the following:
 - A. SouthArk Phi Beta Lambda (PBL) students participated in the state PBL competition in Little Rock, April 7-8. They won the following awards: 7 1st place, 14 2nd place, 11 3rd place, 7 4th place, and 6 5th place. Of the 37 students who competed, 33 individual students won an award (individual or team). 24 students finished 1st or 2nd to qualify for national competition. Nine of those qualified in 2 competitions. The chapter received a Gold Chapter award. The SouthArk chapter is the 2nd largest chapter and the 1st largest professional division chapter in the state. Donna Hendricks, SouthArk sponsor for 25 years, was recognized as the 2017 Arkansas PBL Adviser. Amanda Brumley was recognized as the 2017 Arkansas PBL Student of the Year and Carlitha Wafer was named 2017 Arkansas Who's Who in PBL. Also, PBL student Jacob Wallace will be a Jenzabar summer intern. They received a standing ovation from the audience/attendees.
 - B. SouthArk's Radiologic Technology program received an additional three years of accreditation from the Joint Review Committee on Education in Radiologic Technology (JRCERT) for a total of 8 years.
 - C. Philip Shackelford, Library Director, presented at the annual meeting of the Society of Military History in Jacksonville, Florida.
 - D. Dr. Jones and Dr. Stephanie Tully-Dartez will be presenting at American Association of Community Colleges annual Convention in New Orleans, LA. "Raising Bar on College Completion through Data-Based Decision Making"
- III. Regular Meeting Minutes – March 21, 2017 – Jerry/Griffis. Board approved.
- IV. Approval of Consent Agenda – Mr. Cousins
 - A. Personnel Report – [Dr. Jones presented:](#)
 - New Employees: none
 - Promotions/Transfers/Organizational Changes:

Dr. Tim Kirk	from Chief Information Officer to Associate Vice President for Administration	April 1, 2017
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 - Resignations/Retirements/Terminations:

Dr. Mickey Best	Vice President for Academic Affairs	May 19, 2017
Dina Van Hook	Art Instructor	June 30, 2017
Judy Ward	Business Professor	June 30, 2017
 - B. [Approval of Proposed 2017-2018 Tuition and Fees Schedule – deferred to Committee reports below.](#)
- V. Board Committee Reports
 - A. Real Estate/Facilities Committee – Ms. Patty Cardin – no report

- B. Personnel/Planning Committee – Mr. Gary Griffis, committee chair, presented the following recommendation from the Committee to the Trustees for their approval: After a review of the Medical Laboratory Program (MLT), the committee recommended to discontinue the MLT program. Board approved.
- C. Budget/Finance Committee – Ms. Veronica Creer, committee chair, presented the following recommendations from the Committee to the Trustees for their approval:
 - 1. The Finance Committee recommended passing a proposal to extend the out-of-state waivers authorized for the parishes in Louisiana. The committee recommended Caddo, Bossier, Lincoln, Ouachita, and both East and West Carroll Parishes in Louisiana be included to receive institutional scholarships from SouthArk. The committee also recommended that students from these added parishes either have a 2.5 GPA from high school or transfer in with a 2.5 GPA on the collegiate level to qualify for the scholarships. Additionally, in order to maintain the scholarships, the students would need to maintain a 2.0 GPA at SouthArk. Board approved.
 - 2. The Finance Committee recommended the 2017-2018 budget as proposed by the college administration for the board's approval. The budget includes a recommendation to increase the security fee to \$5 per student semester credit hour from the current \$4 rate. Also the budget includes the addition of a new fee, the Academic Enhancement Fee, of \$4 per student semester credit hour. Plus the committee recommended the board receive the entire presentation from Dr. Jones and Mr. Tucker. Board approved.
- D. Policy Governance Committee – Mr. Steve Cousins – no report

VI. Chair's Report – Mr. Cousins

- A. Board Process and Performance Monitoring
- B. Concealed Weapons on Campus – Act 226 of 2013 – Recommendation to maintain current status to opt out and add as a discussion item to the July Board Retreat Agenda. Board approved.
- C. Confirm Board Retreat Date July 21, 2017 at the El Dorado Conference Center

VII. Financial Services Report – Mr. Carey Tucker presented the following:

- A. March Monthly Statements
March 2017 highlights included total unrestricted revenue of \$10,407,610, which is 76.68% of the total budget of \$14,125,436. Total unrestricted expenses of \$9,318,300, which is 65.97% of the total budget of \$14,125,436. Total revenues over expenditures at March 31, 2017 were \$1,089,310. Total cash and investments at March 31, 2017, were \$8,061,253.

VIII. President's Report – Dr. Barbara Jones

- A. Administrative Reports
 - [Vice President for Finance and Administration – Mr. Carey Tucker](#)
 - 1. The Conference Center continues to have an increased number of events booked.
 - 2. Auditors from the Joint Legislative Audit are on campus to conduct their annual audit.
 - 3. QualChoice was on campus Wednesday to present the new health care plan that begins July 1. The college will offer three plans, Basic (\$3,500 deductible), Core (\$2,500 deductible) and Enhanced (\$1,500 deductible). The college will cap its contribution to an employee's health care monthly premium at \$500, per month, per employee.
 - 4. Janitorial services under the contractor were not acceptable/satisfactory. Employees of the contractor quit working because they were not being paid by the contractor. The contract has been terminated and extra help has been hired to maintain cleaning of the campuses.
 - 5. Act 1004 amends Arkansas procurement law to reflect that competitive bids must be done for projects exceeding \$20,000 (previously capped at \$10,000) and competitive sealed bidding will start at \$75,000 (previously \$50,000.)
 - 6. The chilled water pipe welding and boring is underway.

[Vice President for Learning – Dr. Mickey Best](#)

- 1. Six technical centers participated in SouthArk's 2nd annual Weld-a-thon competition for regional high school welding students on April 6th.
- 2. On April 11th, 50 Crossett high school students toured the east campus programs of study.

3. Average page views per day on Blackboard last month: 24,804 page views, up from 24,033 in March 2016. The 3-year average page views per day for March is 23,032.3.
4. Radiologic Technology received an additional three years of accreditation after submission of their progress report for a total of eight years, which is the highest possible award.
5. *Arts in April* activities are underway for the entire month and include art exhibitions, choral performances and literary readings.
6. The SouthArk Library's first annual Community Forum was a success on March 20 with 22 attendees.
7. 150% increase in Library service from March 2016.

Vice President for Student Services – Dr. Jim Bullock

1. The annual Spring Fling festivities were held on March 9.
2. The annual Transfer Fair was held on March 14 in the El Dorado Conference Center on March 14
3. On February 17, Dr. Barbara Jones and Dr. Bullock, VPSS, presented at the Arkansas Department of Career Education (ACE) meeting in Little Rock. Their comments detailed the efforts of the Arkansas Works Career Coach Grant program SouthArk employs in Bradley and Chicot Counties, as well as the Arkansas Department of Higher Education (ADHE) pilot program on College and Career Readiness presently underway in Union County.
4. The SouthArk chapter of the National Society for Leadership and Success has offered a series of free, live Internet leadership lectures in the SouthArk Library Auditorium. Scheduled speakers so far this year have included the following and are open to the public:
 - Entrepreneur and investor on TV reality show “Shark Tank,” Barbara Corcoran
 - Host of Fox NFL Sunday, Curt Menefee
 - Pulitzer Prize-winning journalist Charles Duhigg
 - Host of the *Daily Show* on Comedy Central, Trevor Noah

Associate Vice President for Administration – Dr. Tim Kirk

1. Jenzabar is in the final stages.
2. OIT staff and Dell technicians have completed installation of the new server and storage collection. Moved from hard drive to flash memory.

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

1. Three more Certified Production Technician program (CPT) completers were placed with local employers: El Dorado Packaging, Milbank Manufacturing, and Conifex with starting wages between \$15-\$18 per hour.
2. Conifex is a new WAGE partner requiring the WAGE Employability Certificate. Targeted positions will work on both CPT and WAGE.
3. El Dorado Packaging and Murphy USA continue to participate in monthly computer, soft skills, and leadership classes.
4. The Certified Kitchen Cook program just completed a second session with 6 completers. A third session begins April 18th.
5. Strategic Planning Retreat was a positive experience and will move forward to refine.

Director of Foundation and External Funding – Ms. Cynthia Reyna.

1. Annual Donor/Scholar Luncheon will be held on Thursday, April 20, at noon, in the conference center.
2. Employee Annual Fund Drive is underway.
3. Outdoor Expo Sponsor letters will be mailed soon. Waiting on the new logo to be finalized.
4. Of the 39 scholarships for the 2017-2018 academic year, all but 2 have been awarded.
 - Foundation has informed the college scholarship committee that \$40,000 is available to award. The committee will meet soon.

Dr. Jones noted that SouthArk hosted the Tourism Summit in conjunction with the Chamber of Commerce, Arkansas Women's Business Center and Festival and Events at the conference center on April 13th.

B. Legislative Updates that will have an impact on us:

- AR Future Grant
- Productivity Based Funding Model
- Unfunded mandates

C. SouthArk Lead Class II at Capitol

D. AMTC Groundbreaking

IX. Announcements – Graduation on May 12th – former Senator Tracy Steele speaker

- X. Executive Session (if required)
- XI. Adjournment – The meeting adjourned at 5:25 p.m.

Patty Cardin, Secretary

