

**South Arkansas Community College
Board of Trustees Meeting – Minutes
January 21, 2020 – 2:45 p.m.
Administration Board Room – 309**

Trustees: Gary Griffis-Vice Chair, Dr. Kermit Parks-Secretary, Kerri Brown, Jose Covas, Wayne Gibson, Melissa Jerry, Tasha Sinclair, Crystal Yeager

Absent: Steve Cousins, Wayne Gibson

Staff Present: Benjamin Cagle, Caroline Hammond, Dean Inman, Dr. Barbara Jones, Dr. Tim Kirk, Kathy Modica, Dr. Derek Moore, Dr. Michael Murders, Cynthia Reyna, Philip Shackelford, Ann Southall, Carey Tucker, Dr. Stephanie Tully-Dartez, Heath Waldrop, Brooks Walthall, Christy Wilson, Dr. Jim Yates

Others Present: Rick Jones, Lauren Glover, Dorothy Rumohr, and Caitlan Butler, El Dorado News-Time

- I. Call to Order – Mr. Gary Griffis, Vice Chair, called the meeting to order in Steve Cousins’ absence at 2:45 p.m.
- II. Recognitions and Awards – None
- III. Approval of Regular Meeting Minutes – November 19, 2019 – Sinclair/Covas. **Board Approved Minutes.**
- IV. Special Called Board Meetings – Covas/Yeager. **Board Approved Minutes.**
 - December 9, 2019 (See attachment 1)
 - December 17, 2019 (See attachment 2)
 - January 3, 2020 (See attachment 3)
- V. Approval of Consent Agenda – Mr. Griffis 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. Parks/Covas. **Board Approved.**

A. Personnel Report

SouthArk new employees:

Sarah Johnson	Academic & Career Advisor	12/02/2019
Sherri Arrington	Director of Nursing	12/16/2019
Kyla Davis	Admissions & Financial Aid Technician	01/02/2020
Martha Schlipp	Financial Aid Analyst	01/02/2020
Katheryn Bourne	OTA Fieldwork Coordinator	01/06/2020

SouthArk promotions/transfers/organizational changes:

None

SouthArk resignations/retirements/terminations:

Yolanda Hoof	Director of Nursing	12/02/2019
Will Rankin	Advanced Manufacturing Training Director	12/06/2019
Andrew Fielder	Director of Physical Plant	12/31/2019

B. Monitoring Reports

•Policy #23 ENDS 5 – Student Experience – Dr. Stephanie Tully-Dartez – went over the highlights of this report which focused on the holistic student experience which includes the instructional process and the student support services which enable students to succeed.

1. Tuition and fees – all information is public knowledge
2. Student Financial Report – have seen a small drop
3. Online Course Success – percentage of pass rate data is nearly 10 years old

Action Item – The Board wishes to have more information on the Policy #23 ENDS 5 -Student Experience report for online courses with more recent years of pass rate data. **Board Approved.**

- C. Approval of Board Expense Reimbursement
- D. Approval of Promotional Items

VI. Board Committee Reports

- A. Real Estate and Facilities Committee – Ms. Kerri Brown - None
- B. Personnel and Planning Committee – Mr. Gary Griffis – Board met on January 21, 2020 – went into Executive Session.
- C. Budget and Finance Committee – Ms. Melissa Jerry – Board met on January 21, 2020
 - 1. Lowering concurrent tuition credit hour from \$50.00 to \$41.67 – **Board Approved.**
 - 2. Additional funding received from OSD Grant for Secondary Career Center – **Board Approved.**
 - 3. ARNEC - charging an application fee of \$20 – needed no approval; fee does not go through SouthArk
- D. Policy Governance Committee – Mr. Steve Cousins - None

VII. Chair's Report – Mr. Griffis

- A. Board Process and Performance Monitoring – The Board has been meeting and reporting.
- B. Statement of Financial Interest Due by January 31st – Reminder was sent out by Kathy Modica.
- C. Board Evaluation of own performance in March – Dr. Stephanie Tully-Dartez will send out survey in March.

VIII. Financial Services Report – Mr. Carey Tucker

- A. November Monthly Statements

November 2019 highlights included total unrestricted revenue of \$6,006,326, which is 41.97% of the total budget of \$14,308,825. Total unrestricted expenses of \$5,773,574, which is 40.34% of the total budget of \$14,308,825. Total revenues over expenditures at November 30, 2019 were \$232,752. Total cash and investments at November 30, 2019, were \$6,816,203.
- B. December Monthly Statements

December 2019 highlights included total unrestricted revenue of \$6,779,447, which is 47.37% of the total budget of \$14,311,210. Total unrestricted expenses of \$6,792,399, which is 47.46% of the total budget of \$14,311,210. Total expenditures over revenues at December 31, 2019 were \$12,952. Total cash and investments at December 31, 2019, were \$6,567,059.

IX. President's Report – Dr. Barbara Jones

- A. Administrative Reports – highlights from reports
 - Vice President for Finance and Administration – Mr. Carey Tucker
 - The ACAP house, the PBL clothes closet and food pantry, and Edi's Village all have roofs.
 - ARState construction began renovation of the 1940 Gymnasium.
 - A Jenzabar consultant is scheduled to update the retention module.
 - An updated College Emergency Operations Plan is being distributed.
 - The TPA for the AHEC health insurance changed to Blue Cross/Blue Shield in January 2020.
 - APM changes were made to APM 3.08, Discretionary Leave; and a new APM was added for 2.50, Merit Bonus – email was sent out to all employees of changes.
 - Vice President for Academic Affairs – Dr. Michael Murders
 - Fall Graduation was successful with nearly 263 graduates with approximately 180 walking at commencement.
 - Monieca West from ADHE presented on "Bridges Out of Poverty" at Convocation.
 - Secondary Technical Center has received an equipment grant from the Office of Skills Development (OSD) for \$163,675.56 to acquire needed equipment in the automotive and welding programs.
 - ARNEC is finalizing a 2+2 agreement with UCA for all eight participating colleges for the RN to BSN program.
 - Vice President for Student Services – Dr. Derek Moore
 - Spring enrollment as of 1/10/20 – had an unofficial headcount of 1,218.
 - Renovations to the SouthArk gym are scheduled to be completed in May.

- Carl D. Perkins (Career & Technical Education) program staff are scheduling area meetings to share results of a recent comprehensive needs assessment; which will be included as part of SouthArk's application for the upcoming grant cycle opportunity.
- An assessment of renovation needs for utilizing the former Red Cross Building for a Student Center is underway.
- Alumni recognition – January 25th – 4:00 p.m.
- Associate VP for Institutional Planning & Academic Support – Dr. Stephanie Tully-Dartez
- IPEDS winter data input has commenced and the 150% completion rate for the 2016 Fall cohort has preliminarily come back at over 30%.
- The annual C-STOP total participation was 1,482; which is a 6% increase over the previous year.
- Adult Education had 9 GED graduates and 81 Wage Certificates in 2019.

B. Other - President's highlights

Foundation

- Audit completed
- End-of-year solicitation letters and emails sent out to 2500
- New Fund developed – Kelly Roper Radiologic Technology Program Enhancement Fund

Grants

- Verizon – SouthArk has been accepted for the 2020-2021 Rural Girl Program (a one year continuation grant of \$63,000)
- National Science Foundation – SouthArk has been accepted as a partner, and this will provide an additional \$15,000 to the current NSF grant
- SouthArk was awarded the 2019 Star of the Southwest Award

Dr. Jones thanked the Board of Trustees for their continued support and encouragement over her 10-year span. She also introduced her family in attendance: Rick Jones-husband, Lauren Glover-daughter, and her mother- Ms. Dorothy Rumohr.

X. Executive Session

The Board went into executive session at 3:55 p.m. Parks/Sinclair. **Board Approved.**

The Board came out of executive at 4:09 p.m. – no action taken; a review of contract. Parks/Covas.

Board Approved.

Mr. Gary Griffis, Vice Chair, thanked Dr. Jones for her passion and conviction of service's at SouthArk, and stated, "he was proud of the way in which she has conducted business at SouthArk."

XI. Announcements

XII. Adjournment – 4:15 p.m.

Dr. Kermit Parks, Secretary

South Arkansas Community College
Board of Trustees
Called Meeting
Monday, December 9, 2019 – Admn. Board Room – 3:30 p.m.

Trustees: Mr. Steve Cousins, Mr. Gary Griffis, Ms. Kerri Brown, Mr. José Covas, Mr. Wayne Gibson, Ms., Melissa Jerry, Ms. Tasha Sinclair, Ms. Crystal Yeager

Phone In: Dr. Kermit Parks

Agenda

1. Call to Order
2. Board went into executive session and Reviewed the Presidential Finalist
3. Came out of executive session no decision was made
4. Adjournment – 6:00 p.m.

Attachment 1
Board Minutes January 21, 2020

South Arkansas Community College
Board of Trustees
Called Board Meeting
Tuesday, December 17, 2019 – Admn. Board Room – 5:15 p.m.

Trustees: Mr. Steve Cousins, Mr. Gary Griffis, Ms. Kerri Brown, Mr. José Covas, Mr. Wayne Gibson, Ms. Melissa Jerry, Ms. Tasha Sinclair, Ms. Crystal Yeager

Phone In: Dr. Kermit Parks

Agenda

1. Call to Order
2. The Board went into executive session. Came out of session and voted to have the proposed presidential contract reviewed by attorney.
3. Adjournment – 6:15 p.m.

South Arkansas Community College
Board of Trustees
Called Board Meeting
Friday, January 3, 2020 – Admn. Board Room – 8:30 a.m.

Trustees: Mr. Steve Cousins, Mr. Gary Griffis, Dr. Kermit Parks, Ms. Kerri Brown, Mr. José Covas, Mr. Wayne Gibson, Ms. Melissa Jerry, Ms. Tasha Sinclair, Ms. Crystal Yeager

Staff Present: David Henry, Dr. Barbara Jones, Tim Kirk, Kathy Modica, Dr. Derek Moore, Dr. Michael Murders, Carey Tucker, Dr. Stephanie Tully-Dartez, Heath Waldrop

Others Present: Caitlan Butler, El Dorado News-Time

Agenda

1. Mr. Steve Cousins – called the meeting to order.
2. Motion to extend the presidency to Dr. Bentley Wallace. Griffis/Parks.
Board Approved.
3. Adjournment – 8:35 a.m. Cousins/Jerry. **Board Approved.**