

**South Arkansas Community College  
Board of Trustees - Minutes  
January 17, 2023 - 3:45 p.m.  
ADM Board Room – 309**

**Trustees Present:** Steve Cousins-Chair, Gary Griffis-Vice Chair, Crystal Yeager-Secretary, Jose Covas, Wayne Gibson, Melissa Jerry

**Trustees Absent:** Kerri Brown, Courtney Kelley

**SouthArk Staff Present:** Dr. Bentley Wallace, Dr. Stephanie Tully-Dartez, Michael Armstrong, Dr. Tim Kirk, John Baine, Kathy Modica, Dr. Cynthia Meyer, Ray Winiecki, Philip Shackelford, Christy Wilson, Heath Waldrop

**Others:** Victoria Young, Financial Advisor-Edward Jones

- I. Call to Order – Mr. Steve Cousins, Chair, called the meeting to order at 3:45 p.m.
- II. Approval of Regular Meeting Minutes November 15, 2022 – Gibson/Jerry. **Board Approved Minutes with revisions noted by Mr. Gary Griffis.**
- III. 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. There were none.
  - A. Personnel Report  
**SouthArk new employees:**

LaKeidra Phillips	Assistant Registrar	12/01/2022
Michelle Moseley	PN Coordinator/Instructor	01/06/2022

  
**SouthArk promotions/transfers/organizational changes:**

Kimberly Moore	Academic & Career Advisor to Director of Student Engagement	12/01/2022
Sara Cook	Community Education & Admin Specialist to Adult Ed Instructional Specialist	01/01/2023
Helen Frosh	Adult Ed Coordinator (Warren) to Adult Ed Asst. Director (Warren)	01/01/2023
Cynthia Meyer	Health Science Program Specialist/Professor to Dean of Health Sciences	01/01/2023
Karsten Tidwell	Director of Automotive Technology to Director of Transportation Technology Program	01/01/2023

  
**SouthArk resignations/retirements/terminations:**

Curt Socia	Industrial Technology Instructor	12/09/2022
Byron Winn	ACAP Director	12/31/2022
  - B. Monitoring Reports
    - Policy #23 ENDS 5 – Student Experience
  - C. Approval of Board Expense Reimbursement
  - D. Approval of Promotional Items  
Covas/Griffis. **Board Approved Consent Agenda Items.**

IV. Board Committee Reports

- A. Real Estate and Facilities Committee – Ms. Kerri Brown - None
- B. Personnel and Planning Committee – Mr. Gary Griffis - None
- C. Budget and Finance Committee – Ms. Melissa Jerry reported that the committee met on Tuesday, January 10, 2023. Discussion/Presentation of CD Investment Plan. An Informational Session Only – there was no action taken.
- D. Policy Governance Committee – Mr. Steve Cousins - None

V. Chair's Report – Mr. Cousins

- A. Board Process & Performance Monitoring – Mr. Cousins stated that the Board has been meeting efficiently without any issues or concerns.
- B. Statement of Financial Interest Due by January 31, 2023 – Mr. Cousins gave a reminder of the Statement of Financial Interest Forms which are due by the end of January.
- C. Board Evaluation of own Performance in March – Mr. Cousins gave a brief reminder of the Board's self-evaluation which will be sent to Board, and prompt returns are expected in March.

VI. Financial Services Report – Delivered by Mr. Michael Armstrong

- A. November Monthly Statements  
November 2022 highlights included total unrestricted revenue of \$5,873,901, which is 40.28% of the total budget of \$14,581,225. Total unrestricted expenses of \$5,337,457, which is 36.63% of the total budget of \$14,581,225. Total revenues over expenditures at November 30, 2022 were \$546,444. Total cash and investments at November 30, 2022, were 10,037,958.  
**Discussion** – On the Statement of Net Assets for November 30, 2022, Ms. Crystal Yeager questioned the differences in Accounts Receivable Net total and Other Receivables total. Mr. Armstrong stated that the Accounts Receivables are now being recategorized/reclassified to better assist with Audit reviews.
- B. December Monthly Statements  
December 2022 highlights included total unrestricted revenue of \$8,087,867, which is 55.29% of the total budget of \$14,627,024. Total unrestricted expenses of \$5,337,457, which is 36.63% of the total budget of \$14,627,024. Total revenues over expenditures at December 31, 2022 were \$546,444. Total cash and investments at December 31, 2022, \$10,191,421.

VII. President's Report – Dr. Bentley Wallace

- A. Administrative Reports – Included in the packet
- B. President's Updates
  - 1. Convocation – Two Commencement Sessions were held at the El Dorado Conference Center on Thursday, December 15, 2022. Things went really well with the help and planning of SouthArk's staff and faculty, stated Wallace.
  - 2. Spring Enrollment – Wallace stated that he was proud of the efforts/improvements made by teams "limiting the effects of when students had to be dropped for non-payment." Enrollment started earlier, changes were made and solutions were identified before students were dropped which managed the decline in student enrollment. Mr. Gary Griffis commended Dr. Wallace and SouthArk Staff for implementing those solutions for enrollment.
  - 3. Athletic Sponsorships – The SouthArk Athletic Steering Committee, which is a branch of the South Arkansas Community College Foundation, has launched "flyers promoting sponsorship opportunities for athletics." Anyone interested in getting involved with support or partnering should call the athletic director's office at 870-864-7156, or the web at southarkstars.com/sponsor.
  - 4. Legislative Session – The Legislative Session is underway. Wallace stated that he will be spending a considerable amount of time at the Capitol working with other President's and Chancellor's, and tracking new legislative updates on education.
  - 5. Governor's Conference on Tourism – An upcoming Event in which SouthArk is heavily involved because of the El Dorado Conference Center. (500 people anticipated to come to El Dorado)
  - 6. FY24 Budget Process – The Budget Process is underway and will be presented to the Board for approval. (Fee Increase Request to be submitted through the Finance/Budget Committee)

7. Operation Plan-It Progress – The Project Management Program is going well with each project being a direct link to SouthArk’s new Strategic Plan 2022-2027, stated Wallace.
  - People are getting involved
  - Leaders are emerging
  - The Model is attracting attention from other schools
  - Site visit from Leadership of UA Hope-Texarkana has been requested to discuss SouthArk’s Operation Plan-It Project
8. Construction Projects – Heavy construction to start this spring / summer (more to come).
9. Preserve Arkansas Award Ceremony – Friday, January 27, 2023 – Robinson Center in Little Rock, AR – SouthArk to receive the “2022 Award for the Excellence in Preservation Through Restoration” for the work done on the 1905 Thomas Administration Building.  
(Dr. Bentley Wallace, Dr. Barbara Jones, and others heavily involved with the restoration to attend)

VIII. Executive Session (if required)

IX. Announcements

X. Adjournment – 4:25 p.m.

Ms. Crystal Yeager, Secretary